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WAR PRODUCTION BOARD REGULATIONS

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Part I. DEFINITIONS, RECORDS, AND REPORTS**A. DEFINITIONS**

In order to understand Order U-1, it is essential that the definitions of the following words, which are frequently used and have a special meaning, be carefully noted:

(1)

Calendar Quarter

Calendar quarter means any of the following periods:

(2)

January 1 to March 31
April 1 to June 30
July 1 to September 30
October 1 to December 31

Class

- Class 1 - Generating station material,
- Class 2 - Switching and substation material, such as power transformers, other station equipment, parts, and material, and other material and supplies,
- Class 3 - Wire, cable and bus bar, such as bare copper and aluminum, weatherproof copper, underground cable, aluminum, and copper shapes,
- Class 4 - Wood poles and cross arms,
- Class 5 - Meters,
- Class 6 - Transmission and distribution material (excluding Classes 2, 3, 4 and 5 above), such as iron and steel poles, towers and parts, line hardware, distribution transformers, meter and transformer parts and other line material and equipment (including insulators, lightning arrestors, etc.).
- Class 7 - Other material and supplies.

(3)

CMP (Controlled Materials Plan)

This plan eliminates the use of preference ratings to obtain controlled materials. Under this plan, controlled materials are now specifically allotted to those channels where they are most urgently needed to win the war. A certain amount of controlled materials will be allotted to producers. Producers obtain allotments of controlled materials by use of the required CMP Allotment Symbol, as explained in Secs. 112-115. The use of preference ratings is continued with respect to all materials which are not controlled materials.

(4)

Controlled Materials

- (5) Controlled materials which are of interest to producers are aluminum, steel and copper in the forms and shapes indicated in the following list:

Aluminum wire and cable

Copper wire and cable, including insulated cable
Copper rods, bars, tubing and pipe

Steel wire, wire rods, and wire products
Steel pipe, plates, tubing, wheels, axles

Controlled materials include the above materials only in the forms listed above. Manufactured or fabricated products which contain controlled materials are not themselves regarded as controlled materials. For example, copper wire is a controlled material; a transformer, even though it contains copper wire, is not a controlled material.

Inventory

- (6) Inventory means all materials in a borrower's possession without regard to its accounting classification excluding, however, the following:

1. Material incorporated in plants.
2. Appliances and merchandising supplies.
3. Fuel.
4. Material segregated for use in major plant additions which are permitted by Order U-1 or which have been approved on Form WPB-2774. (After completion of construction of a major plant addition, however, any material remaining must be included in inventory.)
5. Scrap.
6. War surplus materials purchased.

Maintenance

- (7) Maintenance means the upkeep of a borrower's property and equipment in sound working condition. It does not include any plant addition.

Material

- (8) Material means any commodity, equipment, accessory, part, assembly or product of any kind.

Major Plant Addition

A major plant addition means a plant addition (as defined in Sec. 13) having a net a material cost of more than \$25,000 (9)

Minor Plant Addition

A minor plant addition means a plant addition (as defined in Sec. 13) having a net material cost of not more than \$25,000. No job or project may be subdivided to come within this limit. (10)

Net Material Cost

Net material cost means the cost of material incorporated in plant less the cost of material removed from plant, priced in accordance with the borrower's regular accounting practice. (11)

Operating Supplies

Operating supplies means material, other than fuel, which is used or consumed in the course of a borrower's operation except in maintenance, repair and plant additions. (12)

Plant Addition

Plant addition means the construction or installation of new facilities or the replacement of existing facilities with facilities of greater capacity. (13)

Practical Working Minimum Inventory

A practical working minimum inventory is that amount of material which a borrower exercising prudent operating judgment considers the smallest quantity of material it can hold and render service in accordance with sound and economical operating standards. Any material held by a borrower's contractor and purchased with the borrower's ratings for minor plant additions must be included, unless such minor plant addition has been authorized by WPB on Form WPB-2774. (14)

Producer

A producer means any individual, corporation or association which is engaged in generating or distributing electric energy, or constructing facilities for the purpose of generating or distributing electric energy, directly or indirectly for general use by the public. All REA borrowers, except refrigeration cooperatives, are producers. All public utilities operating electric systems are producers. All municipalities which operate electric systems are producers. (15)

Repair

Repair means the restoration of a borrower's property and equipment to sound working condition after wear and tear, damage, destruction of parts, or the like have made such property or equipment unfit or unsafe for service. It does not include any plant addition.

Segregated Materials

- (17) Segregated materials are materials which are to be used on a plant addition which has been approved by WPB on Form 2774 or on any major plant addition.

Short Item

- (18) Short item means any item of material which a borrower does not possess or already have scheduled for delivery in sufficient quantity to meet its requirements for maintenance, repair and operating supplies, for minor plant additions and material segregated for use in major plant additions for the next ninety-day period following the scheduled delivery date.

Supplier

- (19) Supplier means any person with whom a purchase order or contract has been placed for delivery of material.

War Surplus Materials

- (20) War surplus materials means material designated as surplus to the war effort and offered for sale by any federal government agency having jurisdiction over their disposal.

B. RECORDS AND REPORTS

Borrowers must maintain records in accordance with the provisions of Priorities Regulation No. 1, which requires producers to keep and preserve for at least two years accurate and complete records of inventories of the material or materials to which any WPB rule, regulation or order relates and of the details of all transactions in such materials.

Such records must include the dates of all contracts or purchase orders accepted, the delivery dates specified in such contracts or purchase orders, and in any preference rating certificates accompanying them the dates of actual deliveries thereunder, description of the material covered by such contracts or purchase orders, description of deliveries by classes, types, quantities, weights and values, the parties involved in each transaction, the preference ratings, if any, details of defense orders and all other rated orders either accepted or offered and rejected, and other pertinent information.

In addition to the records required to be kept under Priorities Regulation No. 1, each borrower who applies the preference ratings or allotment symbol assigned under Order U-1 must maintain a continuing record of inventory and of segregated material in its possession.

Borrowers should also retain for a period of two years accurate and complete records of material which was purchased by using a preference rating or allotment symbol specifically assigned by WPB (such as approval on Form WPB-2774) and material purchased by use of the preference rating or allotment symbol assigned by former Order U-1-h.

All producers, and all suppliers, who apply the preference ratings assigned by Order U-1, and each person who accepts a purchase order or contract bearing such preference rating, must, when requested, submit to an audit and inspection by a duly authorized representative of WPB.

Part II. INVENTORY CONTROLSA. BORROWERS WHICH HAVE AN INVENTORY THAT DOES NOT EXCEED \$25,000 IN VALUE

Borrowers which have an inventory which does not exceed \$25,000 have (26)
no specific restrictions on the dollar value of material they may schedule for delivery, accept delivery of, or withdraw from inventory. However, the size of their inventory must be restricted to that amount of material which in the exercise of prudent operating judgment they consider the smallest quantity they can hold and render service in accordance with sound and economical operating standards.

In determining the size of inventory, all material for generating (27)
plants and transmission and distribution lines in PWM inventory and in excess stock must be included unless specifically exempted such as war surplus materials or materials segregated for major plant additions and for plant additions which have been approved by WPB on Form WPB-2774.

Each purchase of material by borrowers whose inventory is less than (28)
\$25,000 must be treated as the purchase of a "short item". This means that a borrower whose inventory is less than \$25,000 may purchase additional material only when his supply of such material, including what is being ordered, will be insufficient for a ninety-day supply following the scheduled delivery date of the material being ordered. Notwithstanding this restriction, however, a borrower may schedule an item of material for delivery in a minimum procurable commercial quantity even though this would result in exceeding the restrictions on short item deliveries.

B. BORROWERS WHICH HAVE AN INVENTORY IN EXCESS OF \$25,000 IN VALUE

The provisions of Order U-1 with respect to producers having an (29)
inventory in excess of \$25,000, are not practicable for REA rural electric systems. Accordingly, all borrowers who will need an inventory in excess of this figure should follow the procedure set out in Reference List No. 2.

C. SIZE OF PRACTICAL WORKING MINIMUM INVENTORY

Because the shortage in vital materials due to the War had led (30)
to the requirement that all producers reduce their inventories to a practical working minimum, the largest inventory which borrowers may maintain at any one time is called a practical working minimum inventory. A practical working minimum inventory is that amount of material which a borrower in the exercise of prudent operating judgment considers the smallest quantity it can hold and render service in accordance with sound and economical operating standards. In those cases where a borrower's PWM inventory is in excess of \$25,000 and it becomes necessary to order additional materials, then it must be done in accordance with the short item provision of Order U-1 which provides that a borrower

- (30) may schedule for delivery material which it will require for use in maintenance and repair, as operating supplies and for minor plant additions during the ninety-day period following the date it expects to receive such material, including material segregated for use in major plant additions, together with material already scheduled for delivery, will be insufficient to meet requirements during such ninety-day period.
- (31) Materials required for major plant additions may not be acquired or scheduled for delivery in greater quantities or on dates earlier than required for the installation. In determining the quantities of material and the delivery dates which a borrower may specify on its orders, consideration should be given to the availability of manpower for the proposed installation as well as to the delivery dates for materials required.
- (32) In determining the size of a borrower's PWM inventory, it is important to note that not all material owned by a borrower is included in its PWM inventory. (See definition of inventory in Sec. 6). A borrower's PWM inventory is made up of the following materials:
1. Usable transformers and meters not in service;
 2. All other materials carried on the borrower's books as regular inventory under REA Control Account No. 131 excepting fuel, segregated material, scrap and war surplus materials purchased.
- (33) Segregated materials are materials which are to be used on a major plant addition in a plant addition which has been approved by WPB on Form WPB-2774 (See Sec. 9). This does not mean that the segregated material must be physically separated from other material in PWM inventory. It must merely appear on the borrower's records as separate and distinct from PWM inventory.
- (34) From the definition of inventory in Sec. 6, it will be seen that appliances and merchandising supplies, including farmstead wiring material purchased for resale to consumers, material physically incorporated in plant, trucks, typewriters, office equipment, tools, etc., as well as segregated material for use in major plant additions, or construction approved on Form 2774 are not included in PWM inventory.

Part III. MATERIALS

A. HOW BORROWERS CAN OBTAIN MATERIALS

1. Materials Purchased for Use in Maintenance, Repair, as Operating Supplies, and for Minor Plant Additions Other Than Controlled Material.

Order U-1 assigns a Preference Rating of AA-1 for orders to be placed by a borrower for material (other than controlled materials) for use in maintenance and repair, as operating supplies, and for minor plant additions for which the net material cost is not more than \$10,000, in every class except (i) the transmission and distribution class and (ii) the meter class. (100)

Order U-1 assigns a Preference Rating of AA-1 to orders to be placed by borrowers for material (other than controlled material) for use in the repair of an actual or imminent breakdown, in (i) the transmission class and (ii) the meter class. (101)

Order U-1 assigns a Preference Rating of AA-3 to orders to be placed by borrowers for material (other than controlled materials) for use in maintenance and repair, as operating supplies, and for minor plant additions, except where an AA-1 rating is assigned as set forth in Secs. 100-101 above. (102)

The following table summarizes the use of the preference ratings assigned by the Order U-1:

<u>RATING</u>	<u>MAY BE USED FOR</u>	
AA-1	Materials (other than controlled material) for use in maintenance and repair, as operating supplies and for minor plant additions for which the net material cost is not more than \$10,000 for the following classes of material:	(103)
	<u>Generating station material.</u>	
	<u>Switching and substation material.</u> (Such as power transformers, other station equipment, parts, and material, and other material and supplies.)	
	<u>Wood poles and cross arms.</u>	
	<u>Other material and supplies.</u> (Except meters, and transformers and distribution material.)	
AA-1	Materials (other than controlled materials) for use in the repair of an actual or imminent breakdown in the following classes: (This does not include material for any plant addition.)	(104)

- (104) in the following classes: (this does not include material for any plant addition.)

Meters.

Transmission and distribution material. (Such as iron and steel poles, towers and parts, line hardware, distribution transformers, meter and transformer parts, and other line material and equipment (including insulators, lighting arrestors, etc.)

- (105) AA-3 Materials to be used in maintenance and repair, as operating supplies and for minor plant additions in the following classes:

Meters.

Transmission and distribution material. (Such as iron and steel poles, towers and parts, line hardware, distribution transformers, meter and transformer parts, and other line material and equipment (including insulators, lightning arrestors, etc.)

- (106) AA-3 Materials to be used for minor plant additions for that portion of the material in excess of \$10,000 (an AA-1 can be used for the first \$10,000) up to the maximum of \$25,000 permitted for any one job or project in the following classes:

Generating station material.

Switching and substation material.

(Such as power transformers, other station equipment, parts, and material, and other material and supplies.)

Wood poles and cross arms.

Other material and supplies.

- (107) Material in inventory in excess of a practical working minimum may be used for purposes for which no preference rating is assigned, but may not be replaced in inventory with the use of a preference rating.
- (108) Material obtained with the AA-1 Preference Rating may be used for purposes for which lower ratings are assigned, but such material may be replaced in inventory only by applying the lower rating to an equivalent dollar value of material.
- (109) Material obtained with an AA-3 Preference Rating may be used for purposes for which Preference Ratings of AA-1 are assigned. In such cases, the material used may be replaced in inventory by using either the AA-1 rating or the AA-3 rating.

Order U-1 provides that material may be "borrowed" from inventory in this manner and supersedes the provisions of paragraph (a) of Priorities Regulation No. 1, which would otherwise prevent such "borrowing".

(110)

2. Materials Purchased for Major Plant Additions and for the Construction of a Building.

Preference ratings assigned by Order U-1 may not be used to obtain material for major plant additions or for the construction of a building. The Order does not permit the use of a preference rating to get material for any part of a major plant addition. For example, if the proposed project is estimated to cost \$30,000 for material, the Preference Rating AA-3 and Allotment Symbol U-9 assigned in Order U-1 may not be used to obtain any materials for it.

(111)

3. Controlled Material Purchased for Use in Maintenance, Repair, as Operating Supplies, and for Minor Plant Additions.

To enable producers to obtain controlled materials for use in maintenance and repair, for operating supplies, and for minor plant additions, Order U-1 assigns the CMP Allotment Symbol U-9. This allotment symbol should be used for the purchase of controlled materials in the transmission and distribution class as well as the generation class and every other class. It should not be used to obtain materials for the construction of a building.

(112)

Allotments of controlled materials for most major plant additions may be obtained by filing an application on Form WPB-2774.

(113)

Controlled materials in inventory in excess of a practical working minimum may be used for purposes for which no CMP Allotment Symbol is assigned, but may not be replaced in inventory with the use of a CMP Allotment Symbol.

(114)

The CMP Allotment Symbol assigned by Order U-1 may not be used to obtain material for major plant additions.

(115)

4. Application of Preference Rating or Allotment Symbol for Purchase of Material.

The preference rating, allotment symbol, or both, to be used for orders of material for maintenance and repair, as operating supplies and for minor plant additions depends on the type of material ordered, as follows:

(116)

(a) All materials except controlled materials. (Controlled materials are defined in Sec. 5, Apply to the purchase order either the AA-1 or AA-3 Preference Rating, and the CMP Allotment Symbol U-9.

(b) Controlled materials: Apply to the purchase order the CMP Allotment Symbol U-9. Do not apply a preference rating.

(116) (c) No certification may be used on orders placed without a preference rating or CMP allotment symbol. Such orders are not rated orders and, consequently, the use of the certification would be improper.

(117) The AA-1 or AA-3 Preference Rating (whichever is applicable) and the CMP Allotment Symbol U-9, (or other assigned symbol) or both, as the case may be, should be applied to purchase orders for materials to be used for maintenance and repair, as operating supplies and for minor plant additions by use of the following certification:

"Preference Rating _____, CMP Allotment Symbol _____
The undersigned purchaser certifies, subject to the penalties of section 35(A) of the United States Criminal Code, to the seller and to the War Production Board, that, to the best of his knowledge and belief, the undersigned is authorized under applicable War Production Board regulations or orders to place this delivery order, to receive the item(s) ordered for the purpose for which ordered, and to use any preference rating or CMP allotment symbol which the undersigned has placed on this order. Material ordered for utility uses under Order U-1.

(Name of REA Borrower)

(Address)

By _____ (Signature and title of authorized
Official)

(Date)

5. Restrictions on Use of Preference Ratings and CMP Allotment Symbol.

(118) The preference ratings assigned by Order U-1 cannot be applied by a producer to obtain material which can be purchased without the use of the rating, or to obtain scarce material the use of which can be eliminated without serious loss of efficiency by substitution of less scarce material or by change of design.

(119) The preference ratings and allotment symbol assigned by Order U-1 may not be applied by borrowers to acquire material for uses not permitted by Order U-1. In other words, the preference ratings and allotment symbol may be used only to acquire material for use in maintenance and repair, as operating supplies and for minor plant additions for which the net material cost is less than \$25,000.

(120) The preference rating and allotment symbol cannot be used to obtain certain materials which are outlined in List B of Priorities Regulation

The preference rating and allotment symbol cannot be used to obtain certain materials which are outlined in List B of Priorities regulation No. 3. A list of such materials appears in Reference List No. 13, page 93 of the Manual. (120)

6. Procedure for Applying Borrower's Preference Rating and Allotment Symbol for Material Purchased for Consumer's Extensions which are paid for by the Consumer or his Contractor.

Direction 5 to Utilities Order U-1 has been issued to permit consumers and their contractors to use and REA borrower's preference rating and allotment symbol assigned by Order U-1 for the purchase of material which is paid for by the consumer for construction of an extension to his premises. (121)

This Direction does not permit consumers or their contractors to order material for the purpose of establishing or maintaining their inventories of material of the kind required or to obtain materials for house wiring or plumbing. A consumer or his contractor may purchase only sufficient materials with the borrower's preference rating or allotment symbol to build the specific extensions which the borrower has agreed to energize. (121.1)

Purchase of such material by a consumer or his contractor in this manner is subject to the following provisions: (121.2)

(1) Such material may not be ordered in quantities greater or on dates earlier than required for the construction, except that a minimum procurable commercial quantity may be ordered.

(2) Each order placed by the contractor must be endorsed with the following certification: (121.3)

Preference Rating AA-3 (or AA-1, when permissible), CMP Allotment Symbol U-9.

The undersigned purchaser certifies, subject to the penalties of section 35 (A) of the United States Criminal Code, to the seller and to the War Production Board, that, to the best of his knowledge and belief, the undersigned is authorized under applicable War Production Board regulations or orders to place this delivery order, to receive the item(s) ordered for the purpose for which ordered, and to use any preference rating or allotment number or symbol which the undersigned has placed on this order. Material ordered in accordance with the provisions of Direction 5 to Utilities Order U-1.

Consumer or his Contractor

- (122) 7. Procedure for Borrower's Contractor in Using Borrower's Preference Rating and Allotment Symbol for Purchase of Material by the Contractor for Construction on Borrower's System.

(122.1) Pursuant to paragraph (g-1) of CMP Regulation No. 5, as amended, a contractor is permitted to use the Preference Rating AA-1 or AA-3, whichever is applicable, and the Allotment Symbol U-9, assigned pursuant to Order U-1, in purchasing material for maintenance and repair and for minor plant additions to the cooperative's system. No certificate or other written memorandum is necessary to effect the transfer of the preference ratings or allotment symbol from the cooperative to the contractor. The contractor, however, when placing his order with his supplier should endorse thereon the following certification:

Preference Rating AA-3 (or AA-1, when permissible), CMP Allotment Symbol U-9.

The undersigned purchaser certifies, subject to the penalties of section 35 (A) of the United States Criminal Code, to the Seller and to the War Production Board, that, to the best of his knowledge and belief, the undersigned is authorized under applicable War Production Board regulations or orders to place this delivery order, to receive the item(s) ordered for the purpose for which ordered, and to use any preference rating or allotment number or symbol which the undersigned has placed on this order. Material ordered in accordance with the provisions of paragraph (g-1) of CMP Regulation No. 5.

Consumer or his Contractor

- (123) 8. Materials, Purchase of which has been Authorized by the War Production Board, by Approval of WPB-2774 Application, or by other Specific Approval of WPB, Assigning a Preference Rating and/or Allotment Symbol.

When borrowers have been authorized by WPB-2774 applications or by other specific approval of WPB, the preference rating and/or allotment symbol assigned by such approval should be endorsed on the borrower's purchase order for material by the use of the certification set out in Sec. 117.

9. Automotive Replacement Parts.

(124) Automotive replacement parts appear on List B of Priorities Regulation No. 3, which is set out in Reference List No. 13, page 93, and REA borrowers are not permitted to use the preference ratings assigned by Order U-1 for their purchase.

10. Certificate for Emergency Order for Automotive Replacement Parts.

Automotive replacement parts may, however, be purchased in an emergency without a preference rating or an allotment symbol by endorsing the following certification on the purchase order which should be submitted to the garage doing the repair work:

(125)

"The undersigned purchaser certifies, subject to criminal penalties for misrepresentation, that the replacement parts specified in the attached order are essential for the repair of the following vehicle, which cannot now be operated without such parts:

Make _____ Engine number _____

Signed _____
(Name of REA Borrower)

By _____
(Title of individual)

Dated _____
(Address of REA Borrower)"

11. Tools and Safety Equipment for Employees.

Under the provisions of Direction 4 to Priorities Regulation No. 3, dated December 3, 1943, an employee may now use the AA-1 Preference Rating assigned REA borrowers under Order U-1 to buy certain specified tools and safety equipment which he requires for use exclusively in connection with his duties as an employee and which he is required to furnish.

(126)

The cost of the items bought by employees with the borrower's preference rating need not be included by a borrower in determining permissible amounts of scheduled deliveries or in connection with other inventory restrictions.

(126.1)

For an employee to use the borrower's preference rating for tools and safety equipment, it will be necessary for the borrower to give the seller of the item the following certification filled out and signed by the borrower as well as the employee:

(126.2)

"Preference rating AA-1 MRO. The following item _____
(only one may be placed on each certificate; specify type and size of tool, or give name of other item) is required by the undersigned employee for use only in the undersigned employer's business, and the undersigned employer requires the employee to furnish the item. The undersigned employee further certifies

- (126.2) that he does not own or possess any similar items which will serve the same purpose.

(Name and address of REA borrower)

(Authorized signature)

(Signature of employee) (Position)

- (126.3) Borrowers must keep a copy of such certification for at least two years.

- (126.4) In addition to hand tools, employees may use the borrower's preference rating to purchase articles of a similar nature such as hand gauges, tool boxes, engineering equipment and the certain safety items when they are specifically designed and used for protection against specific hazards (other than weather).

- (126.5) The following items of safety equipment may be purchased by employees as outlined in Secs. 114-114.4:

- (a) Asbestos clothing
- (b) Gauntlet type welders' leather gloves and mittens and electricians' leather protector or cover gloves
- (c) Metal mesh gloves, aprons and sleeves
- (d) Other safety leather gloves or mittens, but only if steel stitched or steel reinforced.
- (e) Plastic and Fibre safety helmets
- (f) Safety clothing impregnated or coated for the purpose of making the same resistant against fire, acids, other chemicals or abrasives
- (g) Safety industrial leather clothing other than shoes, gloves or mittens
- (h) Safety industrial rubber gloves and hoods and linemen's rubber gloves and sleeves
- (i) Gas mask and canisters
- (j) Respirators
- (k) Face and eye shields
- (l) Welding helmets and shields
- (m) Goggles
- (n) Foot and shin guards (not including safety shoes)
- (o) Safety belts and harnesses, and
- (p) Protective creams.

12. Purchase of Transformers Under Group Purchase Plan

- (129) Since the revocation on May 12, 1945, of Direction 1 to Order U-1, it is no longer necessary for borrowers to obtain approval on Form WPB-3782 to purchase 5 KVA and smaller distribution transformers from suppliers. Such purchases may now be

made without any specific authority and using an AA-3 (or AA-1 when appropriate) Preference Rating in any amount subject, however, to the general restrictions on a borrower's inventory discussed in Secs. 26-34 of the WRM.

(129)

All group purchase orders for transformers should be submitted in triplicate to the Cooperatives' Operations Division in accordance with the instructions outlined in Operations Memorandum No. 21.9. Orders should contain a complete description of the transformers. All three copies of the group purchase order should be executed by the proper officials of the borrower and should bear the appropriate preference rating endorsed by means of the certification set out in Sec. 117. As you will note from Secs. 100-107 of the WRM, Order U-1 provides that transformers should be ordered on a Preference Rating of AA-3 except those required for the repair of an actual or imminent breakdown in which event an AA-1 Preference Rating may be used.

(130)

Any confirming order submitted to REA covering 5 KVA or smaller transformers purchased prior to the revocation of Direction 1 should clearly indicate that WPB approval was obtained on Form WPB-3782 for the purchase. All regular orders which were held in REA pending notification of WPB approval have been entered and processed.

(131)

13. Purchase of Domestic Watthour Meters Under Group Purchase Plan.

Since the revocation on May 12, 1945, of Direction 3 to Order U-1 and the revocation on May 1, 1945, of Order L-151, it is no longer necessary for borrowers to adhere to any special inventory provisions for domestic watthour meters or to apply on Form WPB-1319 for their purchase from suppliers. Meters may now be purchased without any specific authority and using an AA-3 (or AA-1 when appropriate) Preference Rating in any amount subject, however, to the general restriction on a borrower's overall inventory discussed in Secs. 26-34 of the WRM.

(132)

All group purchase orders for meters should be submitted in triplicate to the Cooperatives' Operations Division in accordance with the instructions outlined in Operations Memorandum No. 21.9. Orders should contain a complete description of the meters. All three copies of the group purchase order should be executed by the proper officials of the borrower and should bear the appropriate preference rating endorsed by means of the certification set out in Sec. 117. As you will note from Secs. 100-107 of the WRM, Order U-1 provides that meters should be ordered on a Preference Rating of AA-3 except those required for the repair of an actual or imminent breakdown in which event an AA-1 Preference Rating may be used.

(133)

14. Special Provisions Relating to Form WPB-2774 Approvals Issued Prior to May 12, 1945, Involving not in Excess of \$25,000 Net Material Cost.

- (134) With respect to WPB-2774 authorizations issued prior to May 12, 1945 and involving not in excess of \$25,000 net material cost, producers may use the preference ratings and CMP allotment symbol assigned by Order U-1 (see Secs. 100-116, WRM) in lieu of those specifically assigned on such a Form WPB-2774 authorization.

Special Provisions Relating to Form WPB-2774 Which Have Been Denied Prior to June 2, 1945.

- (135) Any specific denials or prohibitions related to the installation of plant additions by a named borrower, issued by WPB prior to June 2, 1945, are revoked.

Use of Allotment Symbol U-2 and AA-3 Preference Ratings Instead of Ratings Assigned on 2774 Applications in Accordance with Direction 2 to Order U-1.

- (136) Direction 2 to Order U-1, as amended September 25, 1944, makes applicable the simplified procedure provided for in the June, 1944 revision of Application Form 2774 to authorizations issued borrowers on Form WPB-2774 before the revised application form came into use. It also authorized the use of a simplified allotment procedure on all authorizations on WPB-2774 forms whether issued before or since June 10, 1944, even though special authorizations made allotments of specific quantities or quarters regardless of the size of such allotment.

(a) PROVISIONS APPLICABLE ONLY TO WPB-2774 AUTHORIZATIONS IN EFFECT ON JUNE 10, 1944. Even though contrary provisions appear on the face of such 2774 authorizations, borrowers are entitled to the following special provisions:

- (1) A borrower may use for the job authorized in its approved WPB-2774 application only materials and equipment of the kind, type, size, and capacity listed in section III of its application and approved by the War Production Board, but it may use such materials and equipment in quantities required, irrespective of the quantities authorized on WPB-2774, except that transformers, poles, crossarms and motors must not be used in quantities which exceed those specifically approved on the application. No change may be made in the kind, type, size and capacity of the materials and equipment listed in section III of the application and approved by the War Production Board, unless an amendment is filed and specific approval obtained. Nor may more materials and equipment be used than are required for the construction or installation authorized.

(2) A borrower is authorized to use the Allotment Symbol U-2 for the purchase of controlled materials and Class A products to the extent authorized for use by paragraph (a)(1) above.

(3) The Preference Rating AA-3 is hereby assigned for the purchase of quantities of equipment and materials (other than controlled materials) additional to those rated for purchase in the approved application, to the extent that such additional quantities are authorized for use by paragraph (a)(1) above; except that the rating must not be used to purchase transformers, poles, cross-arms and meters in quantities which exceed those specifically rated for purchase on the application.

(4) The provisions of this paragraph (a) do not apply to authorizations which were revoked or on which all authorized work was completed prior to July 18, 1944. Nor do such provisions set aside or supersede any specific exceptions or conditions which were made in the blank space below section V of any approved WPB-2774 application.

(5) References herein to "section III" and "section V" of Form WPB-2774 may be considered to mean "section C" and "section E", respectively, on an edition of Form WPB-2774 prior to that of February 21, 1944.

(136)

(b) PROVISIONS APPLICABLE ONLY TO WPB FORM-2774 APPLICATIONS ISSUED SINCE JUNE 10, 1944.

(1) Borrowers may use the Allotment Symbol U-2 for the purchase of all controlled materials and Class A products authorized for use in paragraph 1 of section V of WPB-2774 authorizations issued since June 10, 1944, irrespective of quantities of controlled materials allotted in section IV of such authorizations and quarters for which such allotments were made. Other provisions of WPB-2774 authorizations issued since June 10, 1944, are not affected by this Direction.

(137)

(c) PROVISIONS APPLICABLE TO ALL WPB-2774 AUTHORIZATIONS ISSUED PRIOR TO SEPTEMBER 25, 1944.

(1) Borrowers are authorized, without making a formal return to the War Production Board, to cancel on their books controlled materials balances remaining from specific allotments.

(138)

(2) The allotment symbol and preference rating assigned herein may not be used to order materials and equipment available in the applicant's inventory in excess of minimum requirements. The allotment symbol and preference rating may be used to replace materials and equipment in inventory, but only to the extent that inventory has been reduced below minimum requirements.

(3) The allotment symbol and preference rating assigned herein must not be used to order materials and equipment earlier or in greater quantity than is required for the construction or installation authorized.

(4) Orders for controlled materials placed pursuant to this Direction must show the Allotment Symbol U-2 and must specify the month in which delivery is requested. Orders for Class A products shall be placed as provided in Direction 4, CMP Regulation 6. Orders for materials and equipment other than controlled materials to which the preference rating assigned herein is applied must also show the Allotment Symbol U-2 for identification purposes.

(139) You will note that as a result of the above changes, the Office of War Utilities will no longer issue specific material allotments to borrowers in future authorizations on Form WPB-2774.

(140) Nothing in the amended provision of Direction 2 remove the restrictions against:

(1) Using material of a different type, size, kind or capacity than authorized.

(2) Using more material than required for the projects authorized.

(3) Purchasing material from suppliers when available in the borrower's inventory in excess of minimum requirements.

(141) The provisions of this Direction do not require that borrowers make any change in orders already placed pursuant to specific allotments. It does, however, authorize borrowers to cancel on their books all allotment balances now remaining without formal notification to the War Production Board.'

(d) METHOD OF APPLYING PREFERENCE RATING AND ALLOTMENT SYMBOL.

(142) Orders for materials placed pursuant to this Direction must use the form of certification set out in Sec. 117 of the Manual using the Allotment Symbol U-2 and the AA-3 Preference Rating.

B. SALE OF MATERIAL BY REA BORROWERS

The following rules apply to the sale of all materials and equipment by any REA borrower:

1. Approval of the Administrator Must be Obtained

(146) The mortgages and deeds of trust which secure the notes given to the Government provide that no property of a borrower may be sold without prior written approval of the Administrator.

All requests for approval by the Administrator of sales of any materials or equipment by an REA borrower should contain the following:

(a) A copy of the seller's invoice showing the unit and total price quoted, and indicating the handling charge if such is involved. The invoice should include a complete description of the property, including the serial numbers and model numbers or similar information which will identify the particular items. (147)

(b) A statement of the source of the funds used to pay for the items sold when the property was originally purchased, i.e., whether purchased with REA construction funds or with operating funds. (148)

(c) A statement whether the items sold were ever made a part of the seller's own system. (149)

(d) A statement whether the items sold have been or will be replaced. (150)

2. Price Regulations

All sales of material and equipment by REA borrowers should comply with the applicable Price Regulations as summarized in Chapter 2 of this Manual. (151)

3. Permitted Sales

An REA borrower may sell material which is in its inventory or which it acquired for major plant additions to any person. (152)

However, the preference ratings or allotment symbol assigned by Order U-1 and discussed in Secs. 100-116 may not be used to replace in inventory materials sold by a borrower unless the sale is to (i) another producer including an REA borrower, or (ii) to a member of the borrower for the repair of the members' facilities, or (iii) a members' contractor for the installation of facilities for a member of the borrower under Direction 5 to Order U-1. (153)
(See Sec. 121-121.3)

Borrowers may also sell material in accordance with the provisions of Priorities Regulation No. 13. As pointed out in Sec. 152, material suitable for farmstead wiring as well as other materials in a borrower's inventory or which it acquired for major plant additions may be sold to any person including the borrower's consumers. However, such material may not be replaced in inventory by the borrower by using the preference ratings and allotment symbol assigned by Order U-1. (154)

- (155) Many borrowers have maintained a separate stock of farmstead wiring fixtures and appliances for resale to their consumers. Sales of such material may, of course, be continued as this type of material is excluded from the cooperative's inventory. (See Sec. (6).

C. PURCHASE OF FARMSTEAD WIRING MATERIAL

1. Special Services Memorandum 213 - Construction 54 - Supp. 6

- (156) To distribute properly the copper wire allocated to Agriculture, it was necessary to establish certain state and county quotas. Where authorized, State and County Committees may assign for essential permitted uses allotment symbols for quantities of wire not to exceed current quotas. These allotments may be extended by farmers to their suppliers as is provided in CMPL-361 Revised Certificate.

- (157) The wire here referred to as "copper wire" or "copper in conductor" means bare or insulated wire or cable for electrical conduction made from copper or copper base alloy.

The weight of the wire means the weight of the copper in the wire measured in pounds and does not include the weight of the insulation nor the weight of the outside covering of cable.

- (158) The procedure established provides for obtaining only copper wire. Other farmstead wiring materials may be obtained by the consumer under Priorities Regulation No. 19 (Sec. 167).

The new procedure may be used by consumers who are now receiving service from REA borrowers, as well as to new consumers to whom extensions have not yet been built.

- (159) General Procedure

The allotment of copper wire for farmstead wiring is available for distribution through the State Agricultural Conservation Committees which in most cases redistribute their respective quotas to County Agricultural Conservation Committees in proportion to the relative county needs. As soon as county quotas are established, County Agricultural Conservation Committees are instructed to process applications and issue certificates for permitted uses.

Purposes for which Copper Wire Allotment will not be Made

- (160) (a) Farmstead wiring to be used in new construction where, under Order L-41, WPB approval is required for the construction (See Sec. 209)
- (b) Farmstead wiring on farms which are not now being served and are not eligible to receive service, except where home lighting plants, including wind power plants, are used.

Eligibility for Certificates

A certificate may be issued to a farmer only if:

(161)

- (a) He has a power line connection to his farm or has a farm lighting plant, or
- (b) He can reasonably expect to obtain electric service to his farm.

Under this paragraph, it can be seen that any consumer to whom an extension has been constructed, or even though no such extension has yet been constructed if the consumer is eligible for a connection, he may apply for an allotment of copper.

Quantity Restrictions

The amount released for use on any one farm should be limited to the minimum amount that will take care of the most essential needs for the duration of the war. Unless larger amounts for specific cases are approved by the state committee, the maximum amount which can be issued to any one farm is:

(162)

- (a) For new users - seventy-five pounds;
- (b) For old users - fifty pounds.

If the above amounts are not sufficient, application should be made to the state committee for an increase in the allotment. Such applications may be made through the local county committee.

How Consumers can Obtain an Allotment of Copper Wire

The consumer should apply to his County Agricultural Conservation Committee for a Copper Wire Allotment Certificate. The application should be made on Form CW-200 which may be obtained from the County Agricultural Conservation Committee. The Form must be prepared in duplicate. One copy should be filed with the County Agricultural Conservation Committee and one copy should be retained by the Consumer.

(163)

Use of Certificate

When the consumer's application is approved, the County or State Agricultural Conservation Committee will issue the Copper Wire Allotment Certificate (Form CMPL-361 Revised May 25, 1945). However, the Certificates will not be issued if the quota of copper allotted to the County Agricultural Conservation Committee is not enough to cover the amount approved.

(164)

- (164) The Certificate must be obtained from the County Agricultural conservation Committee for the County in which the farmstead wiring will be used. However, the Certificate may be used to purchase wire from any dealer, even though he is located in another county or state.

The consumer must use his Certificate within ten days after the day of issuance. Therefore, the consumer should surrender his Certificate to the dealer from whom he intends to purchase the copper wire within ten days of the issuance of the Certificate. If the Certificate is not surrendered to the dealer in ten days, it is void and must be returned to the County Agricultural Conservation Committee for a new Certificate, or reassignment of the allotment to another applicant.

If the dealer orders from a warehouse, he must have his order shipped before the expiration of the last day of the quarter. If shipment is not secured by the end of the quarter, the certificates become void and are no longer extendable. County Committees are not authorized to replace such void certificates with new ones issued against a subsequent quarter allotment. In order to provide dealers additional time for obtaining shipment, County Committees will not issue certificates against the current quarter's quota after the 20th day of the 1st month in the quarter.

Appeals

- 155) Consumers who are denied Copper Wire Allotment Certificates may appeal to the State Agricultural Conservation Committee. County Agricultural Conservation Committees may request approval from the State Agricultural Conservation Committee to extend the 50 and 75 pound copper limitation on individual applications.

How REA Borrowers and Other Dealers can Obtain Copper Wire

- 166) REA borrowers and other retailers can obtain copper wire to fill orders which they receive from their consumers accompanied by Copper Wire Allotment Certificates, by placing their usual order with their wholesaler, warehouse or wire mill for the amount of copper wire shown on the Certificate and attaching the Certificate to their orders. This order is then an authorized CMP Order and is eligible to be filled.

Under the Regulations, borrowers and other retailers can, instead of attaching the Consumer's Copper Wire Allotment Certificate to their order, place the Certification set forth in Sec. 117, on their Order. However, no preference rating should be included and the last sentence reading "Material ordered for utility uses Order U-1" should be omitted. Instead of applying the CMP Allotment Symbol U-9, they should apply the allotment symbol which appears on the Copper Wire Allotment Certificate followed by the Number A-3-3945, which is the CMP identification number used for the third quarter in 1945. This allotment number and certification

are to be endorsed on the borrowers' order to their wholesaler or other supplier for the amount of material for which they have Copper Wire Allotment Certificates. It is suggested that borrowers use the first procedure outlined above, as it is simpler, and all that is required is attaching the Copper Wire Allotment Certificate to the borrower's order for copper wire.

(166)

2. Priorities Regulation No. 19

All farmers have been given a priority to obtain farm supplies, including specified electrical and farmstead wiring material, from dealers, including REA borrowers, by Priorities Regulation No. 19. The Regulation also gives dealers a Priority to obtain such materials for resale to farmers. The Regulation further provides that a farmer need only submit a certificate of need at a repair shop to get priority on the use of its equipment in repairing his farm equipment. The farmer's order supported by his certificate is to be considered the same as a rated order.

(167)

The text of the Regulation is printed below. However, the following points should first be noted:

The word "dealer", when used in the Regulation, includes all REA borrowers.

The Regulation provides a means of obtaining a priority in order to buy farm supplies. Farmers and REA borrowers should use the procedures summarized in Secs. 156-166 above to obtain copper wire for farmstead wiring as conductor is not obtainable under Priorities Regulation No. 19.

Where the amounts of material obtainable under this Regulation are sufficient, the farmers can apply to WPB for specific priority assistance to obtain as much material as is required, under the procedures set forth in Sec. 168.

Material sold pursuant to this Regulation, as well as all other merchandising material sold to consumers, are not to be included in the borrower's records of scheduled deliveries or materials withdrawn from inventory, and are not to be included in calculating the borrower's PWM Inventory.

Priorities Regulation No. 19 reads as follows:

Priorities Regulation No. 19

(a) What this Regulation does. This regulation gives a farmer a priority if he needs one to buy farm supplies for use in his farm work or to get services for repairing his farm equipment. It also

(167) tells how dealers and suppliers may use this priority to maintain their stock of farm supplies. The kinds of farm supplies which are covered by this regulation are only those on Lists I and II at the end of this regulation.

(b) How a farmer gets farm supplies from his dealer. (1) Whenever a farmer needs a priority to get farm supplies on Lists I or II, he must give his dealer a signed certificate as follows:

"I certify to the War Production Board that I am a farmer and that the supplies (or repair services) listed below are needed now and will be used for other than household purposes in the operation of a farm.

Amount	(Kind of supplies (or repair service))
_____	_____
_____	_____
_____	_____
(Date)	(Signature of Farmer)
	(Address)

2. Limit on use of certificate. A farmer may use this certificate to buy only up to \$50 worth of any item on List I at any one time. However, if the item is a single unit costing over \$50, such as an air compressor, he may use the certificate to buy one unit. In the case of items on List II there is an overall limit of 10 tons on the total amount of these items that a farmer can use the certificate for, during any one of the three months period, January through March, April through June, July through September, or October through December. As part of this 10-ton limit he can buy during any one of these periods only up to 300 feet of hay stacker cable (wire rope). He cannot use the certificate to get any item on List II made of stainless steel.

(c) What the certificate does...

(1) Items on List I have AA-2 priority rating. A farmer's order for farm supplies on List I supported by this certificate has a priority rating of AA-2. This priority is good for listed supplies which the dealer has in stock or to help the dealer get supplies not in his stock to fill the farmer's order. Dealers may pass on this priority to their suppliers to get the same kinds and quantities of supplies as explained in paragraph (f) below.

(2) Different kind of priority of steel items on List II. If the farmer's order is for any of the steel items on List II and is supported by the above certificate, a dealer who has the item in stock must fill the order. However, instead of using a priority

rating to replace his stock of those items, the dealer must use the method explained below in paragraph (g).

(167)

(3) Priority to get repair services. A farmer may also use this certificate at a repair shop to get a priority of AA-2 for the use of its equipment in repairing his farm equipment.

(d) Sales may be made without a certificate. Sales of most of the listed farm supplies may be made to any person including a farmer without a certificate. The only times the dealer needs to get a certificate at the time he sells is when he wants to use it to get priority or other help on his own orders as explained in paragraphs (f) and (g), or when some other order or regulation forbids the sale of the item without a priority or a certificate. However, the dealer must sell any listed item that he has in stock to a farmer who wants to buy it and gives him a certificate.

(e) Emergency help. In emergencies, where a farmer needs a special priority to get repairs or supplies to fix something that is broken down or about to break down, he can tell this to his nearest WPB field office by letter, telephone, telegram or a personal visit. If the need is really urgent and the repair or supply item is of a kind that the WPB gives a priority for, the field office may give the farmer a priority up to AA-1 and will tell him how to use it. The field office cannot give a priority on repair parts for such things as a tractor or other farm machinery or implements. In these cases, the farmer should go direct to his dealer who will help him get the repairs quickly.

(f) Dealers get priority for items on List I under ordinary WPB rules.

(1) A dealer can use the farmers' certificates which he collects to get a priority of AA-2 on his own orders for farm supplies on List I. He can get this priority only for as much of any particular farm supply item on List I as has been bought or ordered from him by farmers with the use of farmers' certificates. Paragraph (g) below tells how to get supplies on List II.

(2) To get the priority, the dealer or other supplier passes on the farmer's rating of AA-2. This is called "extending" the rating and is done in the way explained in Priorities Regulation No. 3. The dealer should become familiar with that regulation or his supplier should explain it to him. One way for a dealer to extend the farmer's priority rating is to put "AA-2" next to the name of the farm supply item on the dealer's purchase order and to put the following signed statement on the order:

"I certify, subject to criminal penalties for misrepresentation, that this order is rated AA-2 under Priorities Regulation 19, that it is for no more of any farm supply item than has been bought or ordered from me by farmers against farmers' certificates now in my

- (167) possession, and that I have not used the same certificates as the basis for getting a priority on any other order.

"_____
(Signature of dealer)

The dealer may also use the statement shown in Priorities Regulation No. 3 and suppliers who are not dealers must use that statement.

(3) A dealer may find that he can get many of the farm supplies on List I without a priority rating. In that case, he does not have to go to the trouble of getting a certificate from the farmer or passing on the farmer's priority rating. However, if he does pass on the rating he must do so as explained above and must keep special records as explained in paragraph (1) below.

(g) Dealers use different methods in getting items on List II. A dealer may not use the method explained in paragraph (f) above to get the steel items which are on List II, because these are things which the War Production Board handles as "controlled materials." If the item is on List II and the dealer has sold it to fill orders supported by farmers' certificates, he can get replacement stocks of the same or other basic steel products as described in Order M-21-b-3. A dealer handling these items should become familiar with that order or his supplier should explain it to him.

(h) Priorities may be made inapplicable to certain items. The War Production Board may issue orders or regulations making all priorities or some priorities inapplicable to certain items. If any items on List I become subject to these special rules, the dealer cannot recognize the farmer's certificate as giving him a priority on them and he cannot pass on a priority to his suppliers. For example, Priorities Regulation No. 3 forbids the use of priority ratings for items on List A of that regulation, but the restrictions of List B (regarding maintenance, repair and operating supplies) do not apply to orders for farm supplies under this regulation.

(i) Dealers must keep farmers' certificates. Each dealer must keep for at least two years all farmers' certificates which he receives, and whenever he uses a certificate as a basis for a priority to his supplier he must mark the certificate to show which of his own orders he has used it for. He must keep these marked certificates in a separate file or in such a way that they can easily be separated from certificates which have not been used as a basis for a priority to his suppliers.

(j) Orders and certificates given before June 2, 1945. Any farmers' certificates already in the hands of dealers before June 2, 1945, must be treated for the next two months as if this regulation had not been amended on that date. This means that the old rules (as explained in the May 6, 1944 edition of this regulation) still apply to orders and certificates

(167)

already in the hands of dealers, and dealers' orders to suppliers based upon these certificates must be filled as if they were rated AA-2X for items formerly listed in paragraph (m)(1) and AA-3 for items formerly listed in paragraph (m)(2). However, from June 2, 1945 on, a farmer should use the new certificate as explained in paragraph (b) of his amended regulation instead of the former certificate, and after August 2, 1945, all orders supported by the old certificates must be treated as unrated. All orders rated AA-5 under this regulation as it read before May 6, 1944, which are specifically identified as having been rated under this regulation must be treated as unrated.

(k) WPB may give special help in certain cases. In cases of urgent need, the War Production Board may tell manufacturers of farm supplies to make part of their production available only to suppliers and direct buying dealers who show that they serve the farm trade.

(l) Penalty for violations. Any person who knowingly makes a false statement in a certificate to get a priority on farm supplies is guilty of a crime and may be punished by a fine or imprisonment.

(m) What is meant by "farmer". As used in this regulation, "farmer" means a person who engages in farming as a business, by raising crops, livestock, bees or poultry. It also includes a custom operator who uses farm supplies in performing services for farmers. It does not include a person who just has a "victory garden" or raises food or other agricultural products primarily for his own use.

(n) What is meant by "dealer". "Dealer" means any person engaged in the business of selling farm supplies directly to farmers. It includes a mail order house.

(o) What farm supplies are covered. This regulation covers only new farm supplies of the kinds on List I and II below which are needed and will be used by a farmer in farm work. It does not cover supplies bought for household use, for use on the farm house, or for use in any construction job for which the farmer has been given other priorities to get the material needed.

(Materials of special interest to REA borrowers are underlined).

List I

Axes
Barn door hangers and track
Baskets, galvanized metal
Dry batteries; fence controllers and ignitions

(167) Belts for power transmission

Belt fasteners; metal, for power transmission belts

Blow torches

Brooms; barn type

Brushes; cleaning (milk utensils)

Cans; galvanized five gallon kerosene and gasoline

Caps; well pipe driving

Chains; farm including sprocket

Clamps; cable

Clevises

Coils; spark

Compressors; air (costing less than \$200)

Concrete block machines, hand operated

Corn hooks

Drivers; fence post

Fencing; wood slat and silo

Flashing; metal coated with asbestos, asphalt or bitumen

Forks, agricultural, except harpoon and grapple hay forks

Funnels

Grease fittings and oil cups

Grease guns; hand operated

Grinders for sharpening tools (excluding grinders equipped with electric motors)

Grinding wheels

Grindstones

Grub hoes

Hand cultivators; not wheel type

Hand sprayers, under 1 quart

Handles; wood

Hardware; builders

Hardware cloth

Harness; including collars and pads

Heaters; hot water, for dairy use

Hoes

Hoists; hand operated

Hose; for dairy, irrigation and spraying purposes

Knives; agricultural

Ladders

Lanterns

Load binders

Mattocks

Mauls

Measures; dry and liquid

Mixers; concrete, less than $3\frac{1}{2}$ cubic feet

batch capacity

Motors; electric; fractional horsepower

Oilers; farm machinery

Padlocks

Pails; galvanized

Peavies and cant hooks

Picks

Pipe fittings; cast or malleable iron
Post hole diggers; hand operated
Pruners
Pulleys
 Hay fork
 Power transmission
Pumps
 Barrel
 Dispensing, hand rotary
Repair parts for tools and for other listed items
Rivets and rivet washers
Roofing and siding; metal formed or coated with asbestos, asphalt
 or bitumen
Saddles; stock
Saw blades
Scales, portable platform (costing less than \$50.00)
Scoops; grain and feed (not shovel)
Scrapers
 Barn
 Poultry house
Scythe blades
Scythes
Shears
 Pruning
 Sheep, hand
Shovels and spades
Sickle cones
Snaths
Sprockets
Staple pullers; fence
Stones, sharpening

List II

Bars: hot rolled and cold finished
Cable: hay stacker (wire rope)
Fencing: woven or welded wire
Flashing: metal, not coated with asbestos, asphalt or bitumen
Nails including horseshoe nails (excluding tacks, wire shoe nails,
 copper and alloy nails)
Netting: wire
Pipe: standard black and galvanized
Pipe couplings: steel, of the type normally supplied on threaded
 pipe by pipe mills
Posts: fence, metal
Poultry flooring: metal
Ridge roll
Rods: reinforcing
Roofing and siding: metal, plain sheets, not crimped or formed, not
 coated with asbestos, asphalt or bitumen

- (167) Staples: fence and netting
Steel shapes such as I-beams, channel irons, angle rions, flat rods,
square rods, round rods, etc.
Valley tin
Well casing (fabricated by pipe mills)
Wire: barbed
Wire: drawn
Wire: bale ties
Wire mesh: reinforcing

3. Application to WPB by Consumers for Priority Assistance
for Wiring Materials

- (168) Consumers not eligible for CMPL-361 certificates for conductor for farmstead wiring, issued by their County Agricultural Conservation Committees, pursuant to Special Services Memorandum 213 (Secs. 156-166), or who are not eligible to obtain materials under Priorities Regulation No. 19 (Sec. 167), or who need wiring materials in greater amounts than are obtainable under the provisions of Special Services Memorandum 213 or Priorities Regulation No. 19 should apply to WPB for priority assistance in purchasing such materials.

- (169) The form of application to be used by consumers applying for priority assistance for wiring materials is governed by Order L-41 which regulates all construction. Under Order L-41, construction, including wiring of a consumer's premises, may be engaged in without permission from WPB if the construction is on a house, and the estimated cost is less than \$1,000 or if the construction is on farm buildings, (not including the farmhouse), and the estimated cost is less than \$1,000. However, if the producer which is to render service to the premises is required to file an application with the War Production Board for specific authorization to render service, it must have received such authorization before construction is started.

"Cost" means the cost of the whole construction job as estimated at the time of beginning construction excluding, however, the cost of any used material or fixtures. The cost of all paid labor is included, including contractors' fees. However, architects' and engineers' fees and the cost of any unpaid labor need not be included.

- (170) Therefore, in the case of construction on a house where the estimated cost is less than \$1,000, or construction on a farm, (not including the farmhouse), where the estimated cost is less than \$1,000, although such construction may be performed without permission from WPB, if preference rating assistance is required for any of the materials, including wiring materials, application should be made for preference rating assistance and controlled

Five copies of Form WPB-617 should be prepared. The original and three copies should be filed with the County Agricultural Conservation Committee. The County Agricultural Conservation Committee will attach its Form WPB L-41-2 and forward the papers to the State Agricultural Conservation Committee for consideration, together with a recommendation of approval, or will disapprove the application. If the application is disapproved by the County or State Committee, the consumer may appeal to the State Committee and then to the regional WPB office. The applicant should keep the fifth copy of Form WPB-617.

(170)

When Form WPB-2896 is used for non-farm construction on a house, it should be executed in quadruplicate. An original and two copies should be filed with the local FHA office. If there is no local FHA office, the application may be filed with the local WPB office. The applicant should keep the fourth copy. The FHA office will transmit the application to the regional WPB office for processing.

In cases of construction on a house, where the estimated cost is \$1,000 or more, or construction on farm (not including the farmhouse), where the estimated cost is \$1,000 or more, since permission for this construction must be obtained from WPB, the consumer must file an application for permission to engage in the construction. The same forms, Form WPB-617 or Form WPB-2896, are used for this purpose; a separate application need not be filed for preference rating assistance and for controlled materials allotment for any materials required as these forms may be used for both purposes.

4. CMP Regulation No. 9. Copper Wire for Retail Dealers and REA Borrowers for Resale

This regulation provides a means whereby retail dealers including REA borrowers may obtain a limited supply of copper wire without applying to WPB for an allocation.

(171)

(a) What this Regulation does. This Regulation tells how retailers and electricians get copper wire for retail sale. Copper wire mills and copper warehouses are required to fill orders placed under this regulation in the same way as orders from persons who have copper allotments under the Controlled Materials Plan (Sec. 3).

(171.1)

(b) What retailers can buy copper wire. Hardware stores, department stores, general stores, REA borrowers and all others who sell copper wire to the general public may buy it under this regulation, but copper warehouses may not.

(171.2)

- (171.2) "Copper warehouses" are industrial suppliers, mill suppliers, plumbing supply houses, electrical wholesalers or other persons engaged in the business of distributing copper wire mill products to industry or trade.
- (171.3) (c) What copper wire is covered. This regulation applies to all bare or insulated wire or cable for electrical conduction made from copper.

- (171.4) (d) How retailers or REA Borrowers can buy copper wire. A retailer REA borrower, who wants to buy copper wire may place an order with any supplier or they may buy from other retailer without certifications or other formalities. If a retailer wants to buy copper wire under this regulation from either a copper warehouse or wire mill, he should put on his order the following certification:

"CMP allotment symbol V-3. The undersigned certifies subject to the criminal penalties of section 35(A) of the U. S. Criminal Code, that he is a retailer entitled under CMP Regulation No. 9 to buy the copper wire covered by this order."

An order bearing this certification, signed manually or as described in Priorities Regulation No. 7, is an authorized controlled materials order under all CMP regulations, and must be recognized as such and treated accordingly by the person receiving it.

- (171.5) (e) How much copper wire may be purchased. Any retailer who was in a business on August 1, 1943, which would ordinarily sell copper wire to the general public, may order for delivery in any calendar quarter up to \$50 worth of wire under this regulation. If such retailer was also in business during 1941 he may instead order for delivery in any calendar quarter quantities of copper wire up to one-sixteenth (1/16) of the amount sold by him during 1941. Anyone who was not in business on August 1, 1943, may not buy any copper wire under this regulation unless an appeal is granted by the War Production Board. (See Sec. 166)
- (171.6) Not more than 20% of the copper wire which a retailer has the right to buy may be heater cord, lamp cord and stranded flexible cord.
- (171.7) (f) Retailers may sell copper wire free of ratings. A retailer may sell copper wire acquired under this regulation to any person without restriction except in those instances where he knows or has reason to know that the customer will be violating a WPB order or regulation in receiving the wire or using it for the purposes for which he is buying it.

A retailer need pay no attention to preference ratings (except AAA) in selling copper wire and may also disregard authorized controlled materials orders. However, he must fill orders supported by farmers' certificates as provided in Priorities Regulation No. 19 (Sec. 151).

(171.7)

Since it is the purpose of this regulation to provide copper wire to meet the minimum repair needs of the general public, retailers are requested not to sell copper wire to persons who have received allotments under the Controlled Materials Plan, who are listed in Schedules I and II of CMP Regulation No. 5 which are set out in Reference List No. 12, on page 83 of the Manual, or who are otherwise entitled to place authorized controlled materials orders with warehouses or wire mills, except in cases where the purchaser needs such small quantities that it is not practicable to get them from warehouses or wire mills.

A retailer may fill an order for copper wire from a farmer which is accompanied by a "Farmer's Copper Wire Allotment Certificate" but when he replaces the wire in his inventory, he must use this allotment certificate. In such cases, the certificate set out in Sec. 160 is, of course, not applicable. Wire replaced in inventory on the basis of "Farmer's Copper Wire Allotment Certificates" is in addition to the \$50 per quarter or 1/16 of 1941 inventory permitted. (See Sec. 161).

(g) Restrictions on inventory. A retailer may not accept delivery of any kind of copper wire bought under this regulation if his inventory of that kind of copper wire already is, or will be, on accepting the delivery, more than a thirty days' supply. However, if the supply of any kind of copper wire which a retailer has on hand is less than the permitted amount, he may buy the smallest standard package of that kind of copper wire even if as a result his supply will become larger than the amount specified.

(171.8)

(h) Appeals to local WPB offices. Any retailer who needs to buy more copper wire than is permitted under this regulation, or who is not permitted to buy any copper wire under this regulation, may ask for authorization from the local WPB office. Any appeals under this regulation should also be made to the retailer's local WPB office.

5. CMP Regulation No. 9A. Parts and Materials for Repairmen, including REA Borrowers

This regulation provides a means whereby anyone in the business of making repairs, including REA borrowers, may buy materials and parts without applying to WPB for an allocation.

(172)

- (172) IMPORTANT: It should be noted that materials and parts obtained under this Order are for use only in repair work of consumer's appliances or in repairing farmstead wiring. Materials and parts obtained under this Order cannot be used by a borrower in connection with any repair work of the borrower's lines or facilities.
- (173) (a) What repairmen can buy materials and parts. Anyone engaged in the business of making repairs, including REA borrowers, may buy materials and parts. This includes farm machinery repair shops, blacksmith shops, electricians, radio repair shops, plumbers, refrigeration repair shops, boiler repair shops, meter rewinders, electrical contractors, automotive repair shops, upholstery repair shops and carpenters.
- (174) (b). How much materials a repairman can buy. Each calendar quarter a repairman may buy up to 20 tons of carbon and alloy steel, a total of 500 pounds of copper and copper base alloy brass mill and foundry products, and 200 pounds of aluminum in the form set forth in Reference List No. 15 on Page 100 of this Manual. In addition, refrigeration repairmen, domestic appliance repairmen, electricians, electrical contractors and radio repairmen may buy \$75 worth of copper wire, or 10% of what they used in making repairs in 1941, whichever is more. If the 10% figure of 1941 is used, it must be based on actual records in possession showing the amount of copper wire used for repairs in 1941. Separate records must be kept of the amounts of steel, copper or aluminum purchased for each quarter in addition to copies of purchase orders. A repairman may buy as much other materials and repair parts as he needs for his maintenance and repair work subject to the inventory provision set out in Sec. 187.
- (175) (c) How to buy materials. When buying materials and parts, a repairman must put on his order the following certification:
- "CMP Allotment Symbol V-3; Preference Rating AA-3:
Repairmen under CMP Regulation 9A."
- "The undersigned purchaser certifies, subject to the penalties of section 35(A) of the United States Criminal Code, to the seller and to the War Production Board, that, to the best of his knowledge and belief, the undersigned is authorized under applicable War Production Board regulations or orders to place this delivery order, to receive the items ordered for the purpose for which ordered, and to use any preference rating or allotment number or symbol which the undersigned has placed on this order."

An order bearing this Certification signed manually, or as described in Priorities Regulation No. 7, is an authorized controlled materials order under all CMP regulations and must be recognized as such and treated accordingly by the person receiving it.

(176)

If a repairman does repair work for persons who have the right to use an allotment symbol or a preference rating higher than AA-3 to buy materials and parts for their own maintenance and repair, the repairman may use such allotment symbol or rating to buy what he needs to do their work or to replace in inventory what he has already used for that purpose.

(d) How a repairman can get more controlled materials.

The War Production Board may authorize repairmen who do work primarily of an industrial nature to buy up to 2000 pounds of copper wire and a total of 2000 pounds of copper and copper base alloy brass mill and foundry products, and to use an AA-2 preference rating. To get this authority, a repairman must apply to the War Production Board, Reference: CMP Regulation No. 9A, Washington (25), D.C., by letter giving information showing what kind of work he is doing, and what kind of customers he has.

(177)

If a repairman needs to buy more controlled materials a quarter than he can get under this regulation, including what an industrial repairman can get under the preceding paragraph, he should fill out and send Form CMP-4B to the War Production Board, Washington (25), D. C. The War Production Board may allot him controlled materials and assign him a preference rating. If he gets an allotment, he may not buy any controlled materials or non-controlled materials or parts under this regulation in any calendar quarter for which he gets an allotment.

(e) What kind of work a repairman may do with materials or parts bought.

(1) A repairman may use what he buys under this regulation only to do maintenance and repair work. He may not use what he buys to make products, such as repair parts, which he does not expect to use himself in making repairs.

(179)

(2) "Maintenance" means the minimum upkeep necessary to continue a building machine or piece of equipment in sound working condition, and "repair" means the restoration of a building machine or piece of equipment to sound working conditions when it has been rendered unsafe or unfit for service by

(180)

- (180) wear and tear, damage, failure of the parts or the like: However, neither maintenance, nor repair includes the improvement of any building machine or piece of equipment with material of a better kind, quality, or design.
- (181) (3) No repairman may use any material which he gets under this regulation to do any of the following kinds of work even if he normally considers it part of his maintenance and repair work. These restrictions are necessary because there is only enough material available to permit the most essential repairs. Attention is called to the fact that if a repairman does any prohibited work with materials obtained under this regulation, the War Production Board may revoke the right to buy materials under this regulation and even under any other order or regulation of the War Production Board. In addition, any such work is a crime and, on conviction, a repairman can be punished by a fine or imprisonment or both.
- (182) (i) New cord may not be supplied for a vacuum cleaner, washer, refrigerator, iron, radio, lamp, fixture, or any other electrical appliance or piece of equipment where it is possible by patching, by the use of insulating tape, or by shortening, to put the old cord in condition for reasonably good service for the remainder of 1945. However, a repairman may supply new cord when the building or electrical codes prohibit patching or the use of insulating tape in repairing old cord, or where shortening is impracticable (i.e., where the worn out portion of the cord cannot be cut off and the plug attached to the shortened cord).
- (183) (ii) New cord may not be used to assemble or make up a new connecting or extension cord, for resale or gift purposes, except as set forth in Sec. 182 or to accompany or be used with any appliance or piece of equipment being repaired or sold. Other provisions are made by the War Production Board for the manufacture of appliance and extension cords.
- (184) (iii) No additional wiring of any kind may be installed in any building except to the extent permitted by Direction 2 of this Regulation. If wiring is, in fact, damaged it may be replaced, but only the minimum amount necessary to make the repair may be used. Direction 2 provides: (a) A repairman may use only up to \$25 worth of material purchased under CMP Regulation 9A to install any unit of cooking, plumbing, heating, or used air-conditioning or refrigeration equipment. (b) If a new air-conditioning or refrigeration system has been authorized under the provisions of Order L-38, and authorization to construct under L-41 has been granted, if necessary, a repairman may use up to \$250 worth of material purchased under CMP Regulation 9A to install the new system. (c) This direction does not

increase the amounts of material which a repairman can buy under CMP Regulation 9A. (184)

(iv) The conversion of a vase or other object into a lamp is the manufacture of a lamp and not repair. The use of copper wire in such manufacturing is prohibited by Conservation Order M-9-c. (185)

(4) A repairman may use what he buys under this regulation to recondition or rebuild a damaged or used item which he plans to sell, but he may not use it to replace material or parts which are still usable, nor to replace material or parts solely to improve it from its original design. (186)

(f) Restrictions on inventory. A repairman may not accept delivery of any item of parts or materials bought under this regulation if his inventory of that item of parts or materials is or would by accepting delivery become larger than he needs to continue his repair and maintenance service for a 60-day period, according to his current method of operation. A repairman may not accept delivery of any item of copper wire if his inventory of that item is or would by accepting delivery become more than he needs for a 15-day period. However, if the supply of any item which he has on hand is less than the permitted amount, he may accept delivery of the smallest commercial amount of that item which his distributor normally sells, even if that will increase his supply beyond the amount specified. (187)

(g) Effect of other orders and regulations. Repairmen buying and using parts and materials under this regulation are subject to all applicable provisions of the other orders and regulations of the War Production Board as amended from time to time. Attention is specifically called to the provisions of Conservation Order M-9-c and M-9-c-4 which limit the use of copper, Order M-126 which limits the use of steel, and Order L-41 which forbids construction (including wiring and piping) except under certain conditions. Information concerning these orders can be secured from the War Regulations Unit, Rural Electrification Division, Office of Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri. (188)

(h) Items which may not be purchased by use of ratings assigned by this regulation. No repairman may use the AA-3 rating assigned by CMP Regulation 9A to buy any of the following items: (189)

(1) The following radio repair items:

- Capacitors (CMP Code No. 500)
- Microphones and loudspeakers (CMP Code No. 505)
- Resistors (CMP Code No. 506)
- Transformers (CMP Code No. 510)
- Tubes (CMP Code No. 511)

(189) Paint

These items are made available to repairmen and retailers on a pro rata basis without the use of ratings, and a repairman does not need a rating to get his fair share.

(2) Any item appearing on List A or B of Priorities Regulation No. 3. (See Reference List No. 13 on page 93.)

(190) (i) Communications. Any communications or appeals under this regulation should be made by writing a letter to the War Production Board, Reference: CMP Regulation 9A, Washington 25, D. C.

PART IV. CONSTRUCTION AND MAINTENANCE

A. ADDITIONS TO PLANT - MAJOR AND MINOR PLANT ADDITIONS

(191) Plant additions mean the construction or installation of new facilities or the replacement of existing facilities with facilities of greater capacity. Such plant additions are divided into two kinds as follows:

1. Major Plant Addition

(192) Major plant addition means a plant addition having a net material cost of more than \$25,000.

(193) Order U-1 permits REA borrowers to proceed with any major plant addition including extension of lines, provided that the purchase of material for such construction does not require the use of a preference rating or allotment symbol. The sole exception thereto is the construction of a building the material for which has a net cost in excess of \$25,000.00. For the purpose of the Order a "building" is defined as a structure used for the principal purpose of protection against the weather and includes structures used for offices, warehouses, garages, dwellings or structures to house utilities equipment. Dams, reservoirs, out-of-door foundations for equipment, such as sub-stations, bridges, ducts and the like are not "buildings" as contemplated in the Order. In the case of building construction, no construction authorization is required if the material cost for the building itself is \$25,000 or less. Where, however, a preference rating or allotment symbol is required to obtain any of the material for such building construction, a request for such assistance should be submitted on Form WPB-2774. If the cost of the material for the building itself exceeds \$25,000, and application on Form WPB-2774 must be filed for authorization to proceed with the construction of the building.

Under the amended Order, Form WPB-2774 is to be used for the following purposes only:

(194)

- (1) Application for priorities assistance for major plant additions and for materials for buildings.
- (2) Application for authorization to construct buildings where the net cost would exceed \$25,000 for the building
- (3) Applications for upratings or other forms of special priorities assistance.

2. Minor Plant Addition

A minor plant addition means a plant addition having a net material cost of not more than \$25,000. No job or project may be subdivided to come within this limit.

(195)

In addition to being subject to the \$25,000 restrictions on the cost of material, minor plant additions are subject to the following restrictions:

(a) Design must emphasize economy of manpower and materials as well as the substitution of the more plentiful for scarce material.

(195.1)

(b) New facilities must be necessary for rendering service in accordance with sound and economical operating standards, or to restore the producer's facilities to safe and economical operating condition.

(195.2)

B. NEW LINE EXTENSIONS THAT MAY BE CONSTRUCTED WITHOUT SPECIAL PERMISSION FROM WPB

With the revocation on May 12, 1945, of the Supplementary U-1 Orders and the amendment of Order U-1, no special permission is necessary for the construction of new extensions to consumers' premises.

(196)

New extensions to consumers' premises may be constructed to serve any consumer whether it be farm or urban premises, a domestic, commercial or industrial consumer as a minor plant addition and may be of any length provided:

(196.1)

1. When the preference ratings and allotment symbol assigned by Order U-1 are used for the purchase of material, the net material cost for each particular extension may not exceed \$25,000. If the material can be obtained without the use of a preference rating or allotment symbol, there is no dollar limitation.

(196.2)

- (196.3) 2. The design must emphasize economy of manpower and material as well as the substitution of the more plentiful for scarce material.
- (196.4) 3. The new extension must be necessary for rendering service in accordance with sound and economical operating standards.

C. CONSTRUCTION OF LINE EXTENSIONS WHICH REQUIRE PERMISSION FROM WPB

- (197) No line extension, where the net material cost is in excess of \$25,000, may be built without special approval from WPB where a preference rating or allotment symbol must be used to purchase such material. (If the material is on hand, even though originally acquired with a preference rating or allotment symbol, or can be acquired without the use of a preference rating or allotment symbol, there are no restrictions on the cost of such extension.)
- (198) Application to WPB for authority to build such extensions should be made to WPB on Form WPB-2774. Your application should first, however, be submitted to your Regional Engineer, Design and Construction Division for checking and transmitting to WPB.

D. CONNECTING NEW CONSUMERS

- (203) REA borrowers cannot connect to a line build by or for a consumer or prospective consumer, unless the line is one of the following three types:
1. The line is one which the borrower could have constructed in accordance with WPB regulations in effect at the time it was constructed; or
 2. The borrower has been specifically authorized by WPB to construct a line of substantially identical specifications to serve the consumer; or
 3. The consumer has been authorized by WPB to construct the line.

E. AMOUNT OF CONSTRUCTION PERMITTED FOR MAINTENANCE AND REPAIR

- (204) A job which can be classed as maintenance or repair as those terms are defined in Secs. 7 and 16 may be done without regard to the dollar value of the material required when the following standards are met:
- (204.1) 1. The job must be necessary to maintain or restore service at minimum service standards or to prevent damage to facilities from serious overload, to deterioration, storm, flood, climate, soil conditions, or similar contingencies.

2. Design must emphasize economy of manpower and material as well as the substitution of the more plentiful for scarce material. (204.2)
3. No facility or part which is serviceable in its existing installation may be replaced except to avoid an imminent breakdown. (204.3)

F. LINE RELOCATIONS

Line relocations are subject to the same restrictions as any minor plant addition, (See Secs. 193-198) and may be made without securing permission from WPB, only if the following conditions are met: (205)

The relocation does not result in service to a building which had not previously been served; and

No more than the sum of the following amounts of material are used in making the relocation:

- (a) The line to be relocated; and
- (b) Material, equal in dollar value to the amount of usable material of the same class salvaged from plant during the current calendar quarter; and
- (c) \$25,000 worth of additional material of all kinds.

If a borrower desires to make a line relocation which does not fall within the above rules, a letter requesting such permission and five copies should be addressed to the Director, Office of War Utilities, WPB, and sent to Mr. J. K. O'Shaughnessy, Acting Chief, Design and Construction Division, REA, for clearance and forwarding to WPB. The letter should state:

The length of line to be relocated

The borrower's job number relating to the proposed construction

The cause of removal and the purpose of the relocation, with supporting data explaining the relation of the project to the war effort or the public health and safety

An estimate of the total cost

The weight and value of critical materials involved

Any new material required should be separately specified.

G. CONSTRUCTION OF BUILDINGS

(206)

No material may be used in the construction of a building which is a major plant addition, that is, for which the net material cost exceeds \$25,000, unless the construction of the building has been approved on Form WPB-2774. Any building using material costing less than \$25,000, may be constructed without WPB approval if no preference rating or allotment symbol is used to purchase the material.

- (206) Special priorities assistance or upratings, or preference ratings for major plant additions or for building construction will not be granted unless the material is required to maintain the supply of essential utility services or to provide utility services on time for urgent requirements.

(207) H. CONSTRUCTION BY CONSUMERS

All construction by consumers is governed by WPB Order L-41. Construction by consumers is permitted without approval from WPB if the construction pertains to a house, and the estimated cost of construction is less than \$1,000. If the construction is on a farm, exclusive of the farmhouse, and the estimated cost of construction is less than \$1,000, such construction is permitted without approval from WPB.

"Cost" means the cost of the whole construction job as estimated at the time of beginning construction excluding, however, the cost of any used material or fixtures. The cost of labor is included, including contractors' fees. However, architects' and engineers' fees need not be included.

"Farm" means a place used primarily for raising crops, livestock, dairy products, poultry, etc., for the market. Therefore, if the construction is on a house, and the estimated cost is less than \$1,000, or if the construction is on a farm, and the estimated cost is less than \$1,000, consumers may wire buildings or run lines between buildings on their premises, provided that the necessary material is obtainable. The rules governing the purchase of wiring material are set forth in Secs. 156-171.

The construction may be done by the consumer or by anyone he may hire to work for him, including an REA borrower.

- (209) However, it is important to note that a borrower may not connect lines constructed by persons not receiving service, except as permitted under the rules in Sec. 203.

Industrial and commercial construction is also governed by WPB Order L-41. The restrictions with respect to industrial and commercial construction are too comprehensive to incorporate in this Manual. Industrial and commercial consumers should be referred to the War Production Board for problems arising in construction contemplated by them.

I. RIGHT-OF-WAY REQUIREMENTS

- (210) For construction of extensions five miles or more in length, REA requires the usual right-of-way proof, consisting of an opinion of counsel and a right-of-way certificate signed by the secretary, to which is attached a right-of-way map. For shorter extensions, the problem is somewhat different and the requirements are accordingly simpler.

Five miles was arbitrarily adopted as a dividing line between these short and long extensions.

(210)

For the short extensions (those less than five miles in length) the only right-of-way proof requirement that REA imposes on the borrower is that a statement be submitted by a qualified officer or employee that all necessary easements and other authorizations (including public permits and franchises) have been obtained (listing exceptions) and a statement from the borrower's attorney that he has examined such easements and authorizations, that they are valid on their face and that no irregularities are apparent. With respect to such easements, no investigation as to ownership or as to liens and encumbrances is required. Upon request to REA a form of letter combining the features of both of the above-mentioned statements will be made available for use by the borrower's attorney.

(211)

While it is fully realized that easements for lines where no property is crossed other than that of the respective consumers may not be absolutely necessary, REA recommends as a general practice that easements be obtained in all cases, except where the circumstances are such that the procurement of an easement would be impractical, such as, where the landowner is in military service and cannot be reached. If a consumer should discontinue service, the right of the borrower to remove the service line would be clearer if an easement had been procured, as that would constitute evidence of the fact that there was no intention at the time of construction of making the line a part of the landowner's property.

(212)

REFERENCE LIST NO. 2

APPLYING FOR PERMISSION TO EXCEED INVENTORY
RESTRICTIONS SUMMARIZED IN SECTIONS 20 to 80

Permission may be obtained from the War Production Board on specific application to schedule for delivery, to accept delivery, and withdraw from inventory materials in excess of the limits of Order U-1, as set forth in Secs. 20-80. Such applications should be by letter addressed to:

Director
Office of War Utilities'
War Production Board
Washington, D. C.

The application should show clearly the reasons why it is necessary to exceed the inventory limits, giving the following information:

- (1) Amount of authorized PWM inventory. See Tables I and II, Sec. 30.
- (2) Amount of scheduled deliveries and/or withdrawals from inventory for the calendar year to date. This amount should be near 70 per cent of the authorized PWM inventory for each calendar quarter.
- (3) Detailed reasons for the request to exceed the inventory restrictions. Where the additional materials are desired for U-1-c extensions the number and total length of extensions approved by the County Agricultural Conservation Committee should be stated.
- (4) Itemized list of materials, giving weights and dollar values required for the construction specified in the request.
- (5) A statement of the relationship of the proposed construction to military needs, food production, or other essential civilian needs. In the case of U-1-c extensions, the total number of animal units, and the number of houses and other buildings wired should be given.

In many cases the seasonal provisions permitting withdrawals in excess of the quarterly permissible withdrawals (See Secs. 77 and 78) will permit sufficient withdrawals for the proposed construction, and in such cases application need be made only for permission to schedule delivery and accept delivery of materials in excess of the quarterly limits. In these cases the withdrawals for the calendar year to date should be given rather than the quarterly withdrawals.

The original and four copies of such applications should be sent to Mr. Arthur W. Gerth, Chief, Applications and Loans Division, REA, for checking and forwarding to WPB in Washington.

Reference List No. 3, pages 56 and 57 deleted by WRM Revision No. 7 - 12/18/43.

REFERENCE LIST NO. 4

CONDUCTOR WEIGHTS

TYPE OF CONDUCTOR	TOTAL WEIGHT LBS. PER 1000'	WEIGHT OF NON-FERROUS METAL LBS. PER 1000'	PERMISSIBLE		PERMISSIBLE		WPB APPROVAL	
			LENGTH 2' W		LENGTH 3' W		REQUIRED	
			SECONDARY & SERVICE		SECONDARY & SERVICE		FOR USE IN PRIMARY	
			30# limit	55# limit	30# limit	55# limit	Under Order U-1-c	Under Order U-1-f
5A (CWC)	101.60	79.2	189	347	126	231	No*	No*
3A (CWC)	74.27	49.7	302	553	201	369	No*	No*
3C (CWC)	60.67	49.7	302	553	201	369	No*	No*
3 1/2 D (CWC)	56.46	34.4	438	799	291	533	No*	No*
3/12 (CW)	54.80	21.9	685	1256	457	837	No*	No*
#6 H.D.	79.46	79.46	189	346	126	231	**Cannot be used	Cannot be used
#8 H.D.	49.99	49.99	300	550	200	367	**Cannot be used	Cannot be used
#4 TBWP	164.0	126.4	118	216	79	145	Cannot be used	Cannot be used
#6 TBWP	112.0	79.46	189	346	126	231	Cannot be used	Cannot be used
#8 TBWP	75.0	49.99	300	550	200	367	Cannot be used	Cannot be used
#10 TBWP	53.0	31.43	477	875	318	583	Cannot be used	Cannot be used
#4 Amer- luctor	156.0	131.0	115	211	76	139	No***	Yes
#6 Amer- luctor	112.0	82.3	182	334	122	224	No*	No*
#8 Amer- luctor	72.0	52.0	288	528	192	352	No*	No*
#4 Amer- steel	182.0						No*	No
#6 Amer- steel	116.0						No	No
#8 Amer- steel	73.0						No	No
#4 Crapo	154.0						No*	No
#6 Crapo	112.0						No	No
#8 Crapo	73.5						No	No
#2-7/1 Alum.	107.2	62.0	242	444	161	295	No*	No*
#2-6/1 "	91.6	62.0	242	444	161	295	No*	No*
#4-7/1 "	67.4	39.0	385	706	256	469	No*	No*
#4-6/1 "	57.6	39.0	385	706	256	469	No*	No*
#6-6/1 "	36.2	24.5	612	1122	408	748	No*	No*

*Must be available in inventory or obtainable from excess stocks of other producers, or salvaged from plant since March 24, 1943.

**May be used in primary without WPB approval if salvaged from plant since March 24, 1943.

***Must be available in inventory or obtainable from excess stocks of other producers.

REFERENCE LIST NO. 2

APPLYING FOR PERMISSION TO EXCEED INVENTORY
RESTRICTIONS SUMMARIZED IN SECTIONS 20 to 66

Since the revision of Order U-1 removing inventory restrictions on borrowers with less than \$25,000 worth of materials in inventory and removing withdrawal restrictions from all borrowers, it will not be necessary in most cases to request permission from WPB to exceed the limits of Order U-1. In some cases, however, where it is necessary to accumulate more than \$25,000 worth of material to construct a sizeable number of minor plant additions (jobs using less than \$10,000 worth of materials) it will be necessary to apply for permission to exceed the limits on scheduling for delivery. Do not include in any application any material to increase inventory for those jobs costing more than \$10,000 since the material used for these jobs should come from segregated inventory and is not chargeable to the \$25,000 inventory.

Applications should be by letter addressed to the Director of the Power Division, Office of War Utilities, War Production Board, Washington (25), D. C. The application should show clearly the reasons why it is necessary to exceed the inventory limits and should contain the following information:

1. The total present dollar value of inventory and the estimated dollar value of each of the following specific items - service transformers, wood poles and conductor.
2. The dollar value of material now on order but not delivered for the remaining quarter of the current year, itemizing service transformers, wood poles and conductor.
3. The number of miles of extensions that are actually scheduled for construction.
4. Estimated dollar value of material needed for the extensions that are scheduled for construction.

The original and four copies of such application should be sent to Mr. Arthur W. Gerth, Chief, Applications and Loans Division for checking and forwarding to WPB.

REFERENCE LIST NO. 6

LIST OF WPB FIELD OFFICES

REGION 1, BOSTON (8), MASSACHUSETTS

Walker Mason	Regional Director	17 Court Street Lafayette	
Ray M. Hudson	Deputy Director,		7500
	Production Division	"	"
William P. Homans	Deputy Director,		
	Distribution Division	"	"
Henry B. Ahlberg	Manager, Production Dept.	"	"
John T. Kiley	Manager, Salvage Dept.	"	"
Roger F. Woodman	Manager, Priorities Dept.	"	"
Arthur Fisher	Manager, Compliance Dept.	"	"
Edward V. Hickey	Manager, Civilian Requirements Dept.	"	"
Gail E. Smith	Regional Labor Representative	"	"
Thomas R. Shea	Regional Administrative Officer	"	"

Connecticut

Bridgeport (3)

Raymond L. French	District Manager	144 Golden Hill 4-9441	
Thomas E. Dunn	In Charge of Production	Street	"
E. Jay Huss	In Charge of Priorities	"	"

Hartford (4)

Harold Bates	District Manager	119 Ann Street 7-2641	
Henry Walker	In Charge of Production	"	"
Walter C. Osborn	In Charge of Priorities	"	"

New Haven (10)

Charles A. Newton	District Manager	152 Temple Street 7-5891	
Leavitt J. Lane	In Charge of Production	"	"
Donald Morgan	In Charge of Priorities	"	"

Maine

Portland

Edwin C. Hyde	District Manager	142 High Street 4-1431	
Harry J. Higgins	In Charge of Production	"	"
Ralph A. Ranger	In Charge of Priorities	"	"

Massachusetts

Springfield (3)

Wm. E. Haskell	District Manager	1200 Main St. 2-7493	
Earle M. Chase	In Charge of Production	"	"
Wm. H. Bliss	In Charge of Priorities	"	"

Worcester (8)

John W. Perry	District Manager	340 Main St.	6-4671
F. H. Whitcomb	In Charge of Production	"	"
Frank J. Partridge	In Charge of Priorities	"	"

New HampshireManchester

Thomas H. Hagan	District Manager	Amoskeag Industries Bldg.	9070
George W. Mayo	In Charge of Production	"	
Charles J. Walton	In Charge of Priorities	"	

Rhode IslandProvidence (3)

John C. Nash	District Manager	530 Industrial Dexter Trust Bldg.	
Theodore Sundin	In Charge of Production		4684
James Q. Dolan	In Charge of Priorities	"	"

VermontMontpelier

Robert C. Lane	District Manager	84 State St.	Montpelier
Stuart R. Strong	In Charge of Production	"	1750
F. Haviland Sibley	In Charge of Priorities	"	

REGION 2, NEW YORK (1), NEW YORK

Lewis S. Greenleaf, Jr.	Regional Director	Empire State	Murray
John A. Warner	Chief Deputy Director	"	Hill
Eugene S. Pleasonton	Special Asst., Management & Labor	"	3-6800
Paul T. Brady	Manager, Priorities Department	"	"
H. Norvin Perry	Manager, Production Department	"	"
Philip S. Hardy	Manager, Compliance Department	"	"
Alden S. Blodgett	Manager, Civilian Requirements Dept.	"	"
Clinton M. White	Manager, Salvage Department	"	"
Orrin L. Mangum	Regional Executive Officer	"	"

New JerseyNewark (2)

M. E. Cutler	District Manager	Globe Market	
		Indemnity Bldg.	2-1450
L. F. Vogt	In Charge of Production	"	"
J. A. McNulty	In Charge of Priorities	"	"

New YorkAlbany (7)

F. J. Holman	District Manager	112 State St.	5-6251
A. H. Loux	In Charge of Production	"	"
F. A. Ablett	In Charge of Priorities	"	"

Brooklyn (2)

E. Z. Weinberg	District Manager	16 Court St.	Main 4-0306
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Buffalo (3)

P. R. Smith	District Manager	9th Floor	Madison
C. E. Thompson	In Charge of Production	Rand Bldg.	3160
C. H. Cochran	In Charge of Priorities	"	"

New York (1)

R. A. Parker	District Manager	Empire State	Murray
F. S. Misterly	In Charge of Production	Bldg.	Hill
W. A. Riehl	In Charge of Priorities	"	3-6800

Rochester (4)

M. H. Gregg	District Manager	707 Commerce	Stone
Ralph Osmond	In Charge of Production	Bldg.	3007
R. E. Bond	In Charge of Priorities	"	"

Syracuse (2)

E. R. Mason	District Manager	224 Harrison	3-7101
R. J. Milholland	In Charge of Production	St.	"
G. Blythe	In Charge of Priorities	"	"

Utica (2)

M. DeZee	District Manager	First Nat'l	2-9268
R. H. Schaub	In Charge of Production	Bank Bldg.	"
R. Heald	In Charge of Priorities	"	"

REGION 3, PHILADELPHIA (3), PENNSYLVANIA

J. Griffith	Boardman	Regional Director	1617 Pennsylv-	Locust
Robert W. Butler	Deputy Dir., Production	Div.	vania Blvd.	3400
Charles E. Reinicker	Deputy Dir., Dist.	Div.	"	"
Thomas M. Mulhern	Manager, Production	Dept.	"	"
James W. Stewart	Manager, Salvage	Dept.	"	"
L. L. Harrison	Manager, Priorities	Dept.	"	"
Earle W. Bolton, Jr.	Manager, Compliance	Dept.	"	"
Thomas H. Healy	Manager, Civilian Require-	ments Dept.	"	"
James P. Casey	Regional Labor Representative	"	"	"
John C. McGrath	Acting Regional Adm. Officer	"	"	"

Delaware

Wilmington (50)

Thomas E. Doremus	District Manager	314 Pennsylv-	4-8871
Samuel C. Stovall	In Charge of Production	vania Bldg.	"
H. M. White	In Charge of Priorities	"	"

Maryland

Baltimore (2)

G. W. Creighton	District Manager	Baltimore Trust Lexington
O. W. Dieffenbach	In Charge of Production	Bldg. 6260
B. J. Reus	In Charge of Priorities	" "

District of Columbia

Washington, D.C.(1)

Harry C. Haselton	In Charge of Priorities	4023 New Municipal Bldg.	District 1497
		500 Indiana Ave., N.W.	

New Jersey

Trenton (8)

H. A. Ludeke	District Manager	1102 Broad St.	3-7151
H. J. Leuchters	In Charge of Production	Bank Bldg.	"
Frank E. Preston	In Charge of Priorities	"	"

Pennsylvania

Allentown

Felix P. Gross	District Manager	506 Hamilton St.	3-7561
L. H. Mauger	In Charge of Production	"	"
R. J. Rems	In Charge of Priorities	"	"

Harrisburg

H. C. Schneider	District Manager	112 Market St.	4-1157
E. D. Harris	In Charge of Production	"	"
E. W. Van Etten	In Charge of Priorities	"	"

Philadelphia

Robert J. Bole, Jr.	District Manager	1617 Pennsylvania Blvd.	Locust 3400
Thomas M. Flanagan	In Charge of Production	"	"
Joseph F. Donahue	In Charge of Priorities	"	"

Scranton (3)

J. P. Eyre Price	District Manager	First Nat'l Bank	4-6158
F. H. Dunning	In Charge of Production	"	"
C. B. Hershey	In Charge of Priorities	"	"

Virginia

Norfolk (10)

Harry C. Ritter	District Manager	526 Dickson St.	5-1654
T. T. Hulcher	In Charge of Production	"	"
J. M. McElroy	In Charge of Priorities	"	"

Richmond (19)

Courtenay S. Walton	District Manager	Schmidt Bldg.	7-1841
G. H. Reams	In Charge of Production	"	"
Orlando M. McCullough	In Charge of Priorities	"	"

REGION 4, ATLANTA (1) GEORGIA

Harry G. Thornton	Regional Director	1632 Chandler	Walnut
		Bldg. (P.O.	4121
John B. Reeves	Chief Deputy Director	Box 1322)	"
G. Leonard Allen	Deputy Dir., Production		
	Div.	"	"
C. Leonard Allen	Manager, Production Dept.	"	"
D. Leon Williams	Manager, Priorities Dept.	"	"
J. A. Vaccaro	Manager, Salvage Dept.	"	"
Travis L. Fletcher	Manager, Compliance Dept.	"	"
Robert R. Moore	Regional Labor Representative	"	"
Merritt L. Tice	Manager, Civilian Requirements		
	Dept.	"	"
Howard B. Leach	Regional Administrative		
	Officer	"	"

AlabamaBirmingham (1)

Paul P. Henderson	District Manager	322 Pheonix	4-7411
		Bldg.	
Leon H. McClellan	In Charge of Production	"	"
John H. Baker	In Charge of Priorities	"	"

FloridaJacksonville (1)

Ted L. Staton	District Manager	300 Geo.	5-0693
J. S. Waterman	In Charge of Production	Washington	"
Charles L. Ledford	In Charge of Priorities	Hotel Annex	"
		(P.O.Box 4910)	

Tampa (2)

P. C. Smith	District Manager	907 Wallace St.	M-8461
Ray D. Cox	In Charge of Production	Bldg.	"
G. S. Coit	In Charge of Priorities	"	"

GeorgiaAtlanta (1)

John H. Olden	District Manager	1431 Chandler	Walnut
James F. Jones	In Charge of Production	Bldg. (P.O.	4121
E. W. Welch	In Charge of Priorities	1322)	"

MississippiJackson

A. G. McIntosh	District Manager	11th Floor	3-4941
G. W. Gullledge	In Charge of Production	Tower Bldg.	"
E. L. Gullledge	In Charge of Priorities	"	"

North CarolinaCharlotte (2)

E. E. Huffman	District Manager	New Charlotte Law	4-3071
E. W. Witt	In Charge of Production	Bldg.	"
C. O. Ensign	In Charge of Priorities	"	"

Raleigh

Thomas J. Love	District Manager	Capitol Club Bldg.	3-2701
R. E. Ball	In Charge of Production	(P.O. Box 2658)	"
John W. Fitz	In Charge of Priorities	"	"

South CarolinaColumbia (56)

Thomas K. Legare	District Manager	Waters Bldg.	2-9757
Gadsden E. Shand	In Charge of Production	Sumter & Senate	2-3702
A. H. Douglas	In Charge of Priorities	Sts.	2-8647

TennesseeMemphis (1)

Leonard H. Dille	District Manager	1801 Sterrick	5-8831
F. A. Rider	In Charge of Production	Bldg. (P.O. Box 88)	"
Edward L. Harrison	In Charge of Priorities	"	"

Nashville (3)

L. R. Squier	District Manager	315 Stahlman Bldg.	5-0681
S. D. Tuthill	In Charge of Production	"	"
J. H. Weller	In Charge of Priorities	"	"

Knoxville (10)

Stuart Fonde	District Manager	203 Goode Bldg.	3-0791
Harvey E. Williams	In Charge of Production	"	"
L. Roe Campbell	In Charge of Priorities	"	"

REGION 5, CLEVELAND (14), OHIO

Fred W. Ramsey	Regional Director	1300 Union	Cherry
H. Dale Rue	Deputy Director,	Commerce Bldg.	7900
	Production Div.	"	"
G. A. Moore	Deputy Dir., Distribution	"	"
	Div.	"	"
L. L. Gustafson	Manager, Production Dept.	"	"
P. C. O'Brien	Manager, Priorities Dept.	"	"
Fred W. Francis	Act. Manager, Salvage Dept.	"	"
Anson M. Bartlett	Manager, Compliance Dept.	"	"
Frank E. Grider	Regional Labor Represent-	"	"
	ative	"	"

REGION 5, CLEVELAND (14), OHIO Contd.

G. G. Yule	Manager, Civilian Requirements Dept.	1300 Union Commerce Dept.	Cherry 7900
Joseph A. Reudi	Regional Administrative Officer		"

Kentucky

Louisville (2)

Henry Edson	District Manager	Hoffman Bldg.	Wabash
C. W. Stille	In Charge of Production	4th & Market	
		Sts.	7431
W. C. Barnes	In Charge of Priorities	"	"

Ohio

Akron (8)

Leif Oyen	District Manager	605 Central Blackstone Tower	2161
Wm. A. Snyder	In Charge of Production	"	"
James H. Finnessy	In Charge of Priorities	"	"

Cincinnati (2)

Frank J. Santry	District Manager	34 E. 4th St.	Parkway
J. T. Grace	In Charge of Production	"	0100
H. E. Ritter	In Charge of Priorities	"	"

Cleveland (14)

Glenn W. Thompson	District Manager	1st Floor Union Commerce Bldg.	Cherry 7900
H. S. Lawrence	In Charge of Production		"
C. G. McDonough	In Charge of Priorities		"

Columbus (15)

W. S. Reinhart	District Manager	145 North High St.	Main 6573
H. D. Silver	In Charge of Production	"	"
Louis W. Gehring	In Charge of Priorities		

Dayton (2)

H. B. Doty	District Manager	129 South Ludlow	Hemlock 6321
J. L. Breen	In Charge of Production	"	"
C. S. Johnston	In Charge of Priorities		

Pennsylvania

Erie

Ralph W. Delancey	District Manager	418 Commerce Bldg.	26-901
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Pittsburg (22)

J. F. Stephens	District Manager	800. First Nat'l	Grant
Wm. H. Martin	In Charge of Production	Bank Bldg.	5370
Glenn Leresche	In Charge of Priorities	"	"

West Virginia

Charleston (30).

Alex H. Cooper	District Manager	605. Atlas Bldg.	3-9611
D. B. Finch	In Charge of Production	"	"
H. M. Little	In Charge of Priorities	"	"

REGION 6, CHICAGO (6), ILLINOIS

John Nuveen, Jr.	Regional Director	226 W. Jackson	Andover
G. A. Dinnen	Dep. Dir., Production Div.	Blvd.	3600
W. G. W. Glos	Dep. Dir., Distribution	"	"
	Div.		
W. Fred Stevens	Manager, Production Depart-	"	"
	ment		
V.E. Westerfield	Manager, Priorities Dept.	"	"
J.C. Baker	Manager, Compliance Depart-	"	"
	ment		
John L. Kinsella	Regional Labor Representative	"	"
Bob Howe	Manager, Civilian Require.	"	"
	Dept.		
K. L. Cooper	Regional Administrative	"	"
	Officer		

Illinois

Chicago (6)	Deputy Director, Sub-	226 West Jackson	Andover
Paul A. Jenkins	Region	Blvd.	3600
William I. Buhl	In Charge of Production	"	"
James M. McConnell	In Charge of Priorities	"	"

Decatur (12)

Paul J. Fields	District Manager	308 Standard	2-8503
William C. Giessler	In Charge of Production	Office Bldg.	"

Peoria (2)

Wesley C. Heppard	District Manager	1107 Alliance	3-4433
C.A. Nichols	In Charge of Production	Life Bldg.	"
Virgil C. Martin	In Charge of Priorities	"	"

Rockford

Frank G. Bastable	District Manager	621 Gas-Electric	Main
Edward W. Matteson	In Charge of Production	Bldg.	654
Wm. C. Christenson	In Charge of Priorities	"	"

Indiana

Evansville

G. M. Haynie	District Manager	8 Koenig Bldg.	3-5406
R. D. Donnelly	In Charge of Production	"	"
Robert J. Schaad	In Charge of Priorities	"	"

Fort Wayne (2)

Nester F. Zurbuch	District Manager	210 Utility Bldg.	Anthony 8415
Walter C. Vetter	In Charge of Production	"	"
Frank E. Schulz	In Charge of Priorities	"	"

Indianapolis (4)

Albert O. Evans	District Manager	10th Floor,	Market
C. E. Tanke	In Charge of Production	Circle Tower	8511
J. T. Cleveland	In Charge of Priorities	"	"

South Bend (9)

Elmer G. Wenz	District Manager	808 Sherland Bldg.	2-1435
Wm. J. Walter	In Charge of Production	"	"
T. Walter Boydston	In Charge of Priorities	"	"

Iowa

Davenport

Arthur W. Lineberry	District Manager	405 Kahl Bldg.	2-5326
George H. Essex	In Charge of Production	"	"
John Payton	In Charge of Priorities	"	"

Des Moines (9)

Walter E. Muir	District Manager	327 Liberty Bldg.	3-8683
Harold L. Tillson	In Charge of Production	"	"
Harry O. Parsons	In Charge of Priorities	"	"

Wisconsin

Green Bay

R. R. Valier	District Manager (Acting)	206 Main Street	Howard
C. Belohlav	In Charge of Production	"	5470
R. Gunderson	In Charge of Priorities	"	"

Madison

R. R. Valier	District Manager	404 Washington Bldg.	Gifford 5234
James M. Dorrans	In Charge of Production	"	"
Donald E. Arnold	In Charge of Priorities	"	"

Milwaukee

Frank W. Greusel	District Manager	7008 Plankinton Bldg.	Broadway 4440
Eugene Bouton	In Charge of Production	"	"
Francis J. Symes	In Charge of Priorities	"	"

REGION 7, KANSAS CITY (6), MISSOURI

Louis E. Crandall	Regional Director	1408 Paul Brown	Central 3200
		818 Olive St. Louis 1, Mo.	

Correspondence for the Regional Director, and copies of all other correspondence to the Regional Office in Kansas City, should be directed to Mr. Louis E. Crandall in St. Louis, Missouri

Harold W. Taft	Chief Deputy Director	600 Mutual Bldg.	Harrison
		405 E. 13th St.	6464
		Kansas City (6),	
		Mo.	

Charles A. Haskins	Manager, Production Dept.	"	"
Robert O. Downs	Manager, Priorities Dept.	"	"
George J. Devine	Manager, Salvage Dept.	"	"
Lyle S. MacKenzie	Manager, Compliance Dept.	"	"
Nelson S. Riley	Coordinator, Civilian Require.	"	"
	Dept.	"	"
Charles L. Marshall	Regional Administrative	"	"
	Officer	"	"

ArkansasLittle Rock

Charles S. Christian	District Manager	318 Pyramid Bldg.	4-7401
Robert E. Turner	In Charge of Production	221 West 2nd St.	"

KansasWichita (2)

Edward G. Fahnestock	District Manager	1406 Union Nat'l.	5-8661
Cyrus J. Droppers	In Charge of Production	Bank Bldg.	"
Alga L. Nothern	In Charge of Priorities	106 S. Broadway	"

MissouriSt. Louis (1)

Robert L. Hughes	District Manager	929 Paul Brown	Central
Wm. E. Kraemer	In Charge of Production	Bldg., 818 Olive	3200
Robert B. Miller	In Charge of Priorities	St.	"

Kansas City (6)

Charles B. Shaeffer	District Manager	600 Mutual Bldg.	Harrison
John E. Vetter	In Charge of Production	405 E. 13th St.	6464
Donald A. Bingham	In Charge of Priorities	"	"

NebraskaOmaha (2)

Wm. Russell Harris	District Manager	915 City Nat'l	Jackson
Charles V. Fisher	In Charge of Production	Bank Bldg.,	8030
Victor H. Black	In Charge of Priorities	405 South 16th	"

REGION 8, DALLAS (1), TEXAS

George L. Noble, Jr.	Regional Director	1201 Mercantile	Riverside
Robert C. Stryker	Chief Deputy Director	Bank Bldg.	5711
Herbert E. Emery	Manager, Production Dept.	"	"
Robert C. Watson	Manager, Priorities Dept.	"	"
Henry L. Eddy	Manager, Salvage Dept.	"	"
Robert E.L. Whitten	Manager, Compliance Dept.	"	"
Lawrence E. Van Doran	Regional Labor Represent- tive	"	"
Tom Bolton	Manager, Civilian Require. Dept.	"	"
E. Thurston Brown	Regional Administrative Officer	"	"

LouisianaNew Orleans (12)

Allan T. Dusenbury	District Manager	Canal Bldg.	Canal
Otto D. Ferrill	In Charge of Production	"	3481
John N. Beckwith	In Charge of Priorities	"	"

OklahomaOklahoma City (2)

Clarence A. Stoldt	District Manager	Key Bldg.	7-1551
Homer D. Harrison	In Charge of Production	"	"
Merwin T. Buxton	In Charge of Priorities	"	"

Tulsa (3)

Alfred E. Ballin	District Manager	502 Petroleum	2-6221
Carl A. Stevens	In Charge of Production	Bldg.	"
James McKinstry	In Charge of Priorities	"	"

TexasEl Paso

John I. Hallett	District Manager	Caples Bldg.	M-10080
Henry A. Montgomery	In Charge of Production	"	"
John J. Love, Jr.	In Charge of Priorities	"	"

Houston (2)

Edgar G. Goforth	District Manager	Electric Bldg.	C-7201
William A. Pearson	In Charge of Production	"	"
Bradford D. Langdale	In Charge of Priorities	"	"

San Antonio (5)

Carl L. Poll	District Manager	1914 Transit	F-5321
Harley H. Wilson	In Charge of Production	Tower Bldg.	"
Peter P. Hindelang	In Charge of Priorities	"	"

Dallas (1)

A.J. Langford	District Manager	1208 Mercantile	Riverside
Daniel P. Maley	In Charge of Production	Bank Bldg.	5711
Emmett H. Hiatt	In Charge of Priorities	"	"

REGION 9, DENVER (2), COLORADO

Virgil L. Board	Regional Director	Continental Oil Tabor	
James Reed Lane	Dep. Dir. for Metals & Min.	Bldg.	3173
Norman J. Castellan	Dep. Dir., Distribution Div.	"	"
Mortimer S. Coursen	Deputy Dir. Production Div.	"	"
Norman J. Castellan	Manager, Priorities Dept.	"	"
George R. Joslyn	Manager, Production Dept.	"	"
Frank G. Jamison	Manager, Salvage Dept.	"	"
Perry N. Moore	Manager, Compliance Dept.	"	"
Ted Orme	Regional Labor Representative	"	"
David F. Wallace	Manager, Civilian Require.	"	"
	Dept.		"
Eugene Cosslett	Regional Administrative	"	
	Officer		"

New MexicoAlbuquerque

Murray H. Sprague	District Manager	103 $\frac{1}{2}$ West Central Ave.	6741
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UtahSalt Lake City

Ralph E. Bristol	District Manager	Atlas Bldg.	5-7541
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REGION 10, SAN FRANCISCO (3), CALIFORNIA

Dunsmuir S. Neher	Acting Regional Director	1355 Market St.	Klondike 2-2300
Edwin F. Halloran	Dep. Dir., Production Div.	"	"
Dunsmuir S. Neher	Dep. Dir. Priorities & Mat.	"	"
Arthur J. Grier	Manager, Production Dept.	"	"
William F. Breuer	Manager, Salvage Dept.	"	"
James F. McIndoe	Manager, Priorities Dept.	"	"
Donald Renshaw	Manager, Compliance Dept.	"	"
James F. Cronin	Regional Labor Representative	"	"
William Reifschneider	Regional Executive Officer	"	"

ArizonaPhoenix

Louis Myers	District Manager	402 Security Bldg.	47101
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CaliforniaLos Angeles (15)

Louis M. Dreves	Deputy Director	1031 S. Broadway	Prospect
Irving F. Dix	District Manager	"	4971
Stanley P. Mark	In Charge of Priorities	"	"

IdahoBoise

Raymond J. Briggs	District Manager	Capitol Securities Bldg.	6720
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Nevada
Reno

Edwin S. Bender	District Manager	P.O. Box 1751	6153
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REGION 11, DETROIT (2), MICHIGAN

Carsten Tiedeman	Regional Director	800 Blvd. Bldg.	Trinity
Walter F. Wright	Chief Deputy Director	7310 Woodward Ave.	2-4900
Dea B. Meadows	Dep. Dir., Production Div.	"	"
John D. McGillis	Dep. Dir., Distribution Div.	"	"
David R. Donaldson	Manager, Production Dept.	"	"
Everett C. Swanson	Manager, Salvage Dept.	"	"
Roy C. Reichel	Manager, Priorities Dept.	"	"
E. J. McKernan	Manager, Compliance Dept.	"	"
Thomas F. Kennedy	Manager, Civilian Requirements	"	"
Anthony S. Luchek	Regional Labor Representative	"	"
L. E. Fisher	Regional Administrative Officer	"	"

Michigan
Grand Rapids (2)

Herbert S. O'Brien	District Manager	310 Keeler Bldg.	6-8621
William B. Schmuhl	In Charge of Production	"	"
Harvey R. Comrie	In Charge of Priorities	"	"

Saginaw (11)

LeRoy Bates	District Manager	614 Bldg. & Loan	3-6444
Walter Streb	In Charge of Production	Assoc. Bldg.	"
Verne M. Geiger	In Charge of Priorities	"	"

Ohio
Toledo (4)

A. E. Buchenberg	District Manager	833 Security Bldg.	Garfield
Alvah C. Parker	In Charge of Production	"	3731
Brooks C. Reeder	In Charge of Priorities	"	"

REGION 12, MINNEAPOLIS (1), MINNESOTA

David J. Winton	Regional Director	326 Midland Bank	Main
Carl W. Jones	Chief Deputy Director	Bldg.	3244
Newton E. Kleckner	Mgr., Production Dept.	"	"
Robert E. Grimes	Mgr., Salvage Dept.	"	"
Wm. Leland Jensen	Mgr., Priorities Dept.	"	"
	& District Offices	"	"
Philip A. Sauer	Manager, Compliance Dept.	"	"
Ray F. Wentz	Regional Labor Representative	"	"
Winsor G. Duryee	Manager, Civilian Require. Dept.	"	"
Howard R. Selover	Regional Administrative Officer	"	"

MinnesotaDuluth (2)

Russell G. Barnes	District Manager	307 Christie Bldg. Melrose	7735
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MontanaHelena

Oscar A. Baarson	District Manager	221 Power Block	3570
Ben H. Chestnut	In Charge of Priorities	"	"

North Dakota

Robert L. Schwichtenberg	District Manager	10 Eltinge Bldg.	174
Herman M. Leonhard	In Charge of Production	"	"

Fargo

Wm. A. McMillan	District Manager	2nd Fl., Fields Bldg., 63 ¹ / ₂ Broadway	5594
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South DakotaSioux Falls

James G. Scott	District Manager	313 Policyholders Nat'l Bldg. 208 W. 14th St.	6340
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REGION 13, SEATTLE (1), WASHINGTON

Kenneth B. Colman	Regional Director	White-Henry-Stuart Elliott	
Joseph E. Gandy	Chief Deputy Director	Bldg.	4900
Thurman A. Mardon	Dep. Dir., Prod. Div.	"	"
Richard A. Smith	Manager, Priorities Dept.	"	"
Elmer J. Nelson	Manager, Salvage Dept.	"	"
Lewis G. Prichard	Manager, Compliance Dept.	"	"
Carol W. Williams	Regional Labor Representative	"	"
John W. Efaw	Manager, Civilian Require. Dept.	"	"
William B. Neville	Regional Administrative Officer	"	"

OregonPortland (4)

Paul Hirsh	Deputy Director	Bedell Bldg.	Broadway
Ralph Lohman	In Charge of Production	"	8471
Clarence Mudge	In Charge of Priorities	"	"

WashingtonSeattle (1)

Wm. Biesman	In Charge of Production	White-Henry-Stuart Elliott Bldg.	4900
Carol C. Nissler	In Charge of Priorities	"	"

Spokane (3)

Dewitt Wallace
Harold Halstead
John MacMillan

District Manager
In Charge of Production
In Charge of Priorities

Sun Life Bldg. Riverside
" 6171
" "

Alaska

Juneau

Norman C. Stines

Alaska Representative Juneau, Alaska

PUERTO RICO

San Juan

Gordon W. Foote

Chief, Territorial
Possessions
District Manager

Bldg.B. Stop 8 San Juan
46
" "

Harold Lockheimer

HAWAII

Honolulu, T.H.

Fred R. Kingman

District Manager

Iolani Palace 495111
Bldg. D.

CANADIAN OFFICE

Ottawa

A. H. Baer

Chief of Ottawa Branch

Room 1211 2-8211
Tempo "3" Bldg. X5897
Wellington St.
Ottawa

REFERENCE LIST NO. 9

LIST OF OPA FIELD OFFICES

ALABAMA

Birmingham - Phoenix Bldg.
Montgomery - Old Post Office Bldg.

ARKANSAS

Little Rock - 2nd & Main St.

ARIZONA

Phoenix - 17 West Van Buren

CALIFORNIA

Fresno - 430 Patterson Bldg.
Los Angeles - 1031 S. Broadway
Sacramento - 1330 Jay
San Diego - 530 Broadway
San Francisco (3) - 1355 Market (Reg. & Dist.
Office)

COLORADO

Denver (2) - 506 Kittredge Bldg. (Reg. Office)
" 621 " " (Dist. Office)

CONNECTICUT

Hartford - 5 Allyn

DELAWARE

Wilmington - 105 Pa. R.R. Bldg.

DISTRICT OF
COLUMBIA

Washington - 5601 Conn. Ave.

FLORIDA

Jacksonville - Barnett Nat. Bank Bldg.

GEORGIA

Atlanta (3) - Candler Bldg., Peach Tree St.
(Reg. Office)
Atlanta (3) - First Federal Bldg. (Dist. Office)
Savannah - Blun Bldg.

IDAHO

Boise - Capital Securities Bldg.

ILLINOIS

Chicago (6) - 226 W. Jackson Bldg. (Reg. Office)
" " 222 W. Adams St. (Dist. Office)
Moline - 1630 Fifth Ave.
Peoria - 410 S. Main
Springfield - 301 W. Adams

INDIANA

Indianapolis - 429 N. Pennsylvania St.

IOWA

Des Moines - 700 Liberty Bldg.
Sioux City - 209 Frances Bldg.

KANSAS

Wichita - 201 E. William St.

KENTUCKY

Lexington - 152 E. Short
Louisville - 700 Kenyon Bldg.

LOUISIANA

New Orleans - Baronne & Gravier St.
Shreveport - 425 Milam St.

MAINE

Augusta - 151 Water

MARYLAND

Baltimore - 2000 O'Sullivan Bldg.

MASSACHUSETTS

Boston (8) - 55 Tremont St. (Reg. & Dist. Office)

MICHIGAN

Detroit - 600 Griswold Ave.
Grand Rapids - 706 Keeler Furniture Bldg.
Saginaw - 135 N. Water
Escanaba - First National Bldg.

MINNESOTA

Duluth - 120 N. Fourth Ave.
St. Paul - First Nat. Bank Bldg.

MISSISSIPPI

Jackson - Tower Bldg.

MISSOURI

Kansas City - 405 E. 13th St.
St. Louis - 808 Olive St.

MONTANA

Helena - Main & Grand

NEBRASKA

North Platte - 100 Sixth St.
Omaha - 16th & Harvey St.

NEVADA

Reno - 285 S. Virginia

NEW HAMPSHIRE

Concord - 9 Capitol

NEW JERSEY

Camden - 300 Broadway
Newark - 20 Washington Place
Trenton - 143 E. State

NEW MEXICO

Albuquerque - 320 W. Central Ave.

NEW YORK

Albany - 112 State
Binghamton - 64 Henry St.
Buffalo - 190 Delaware Ave.
New York City - Empire State Bldg. (Reg. & Dist.
Office)
Syracuse - 224 Harrison St.

NORTH CAROLINA

Charlotte - 730 E. Trade
Raleigh - Capitol Club Bldg.

NORTH DAKOTA

Fargo - 510 Fourth Ave. North

OHIO

Cincinnati - 605 Union Trust Bldg.
Cleveland - Union Commerce Bldg., 3rd Floor
(Reg. & Dist. Office)
Columbus - 68 East Gay
Toledo - News--Bee Bldg.

OKLAHOMA

Oklahoma City - 405 N. Harvey St.
Tulsa - 420 S. Main St.

OREGON

Portland - 520 Southwest 6th Ave.

PENNSYLVANIA

Altoona - 12th Ave. & 12th St.
Erie - 516 Commerce Bldg.
Harrisburg - Blackstone Bldg.
Philadelphia - New Broad St. Station Bldg.
Pittsburgh - 205 Fulton Bldg.
Scranton - Lincoln Trust Bldg.
Williamsport - 330 Government Place

RHODE ISLAND

Providence - 938 Hospital Trust Bldg.

SOUTH CAROLINA

Columbia - Liberty Life Bldg.

SOUTH DAKOTA

Sioux Falls - Wilson Terminal Bldg.

TENNESSEE

Memphis - 2113 Sterrick Bldg.
Nashville - Stahlman Bldg.

TEXAS

Dallas (2) - 1100 Main (Dist. Office)
" 1100 Main (Reg. Office)
Fort Worth - Fort Worth Club Bldg.
Houston - 1016 Walker St.
Lubbock - 916 Main St.
San Antonio - 310 South Mary's St.

UTAH

Salt Lake City - Atlas Bldg.

VERMONT

Montpelier - 109 State

VIRGINIA

Richmond - 7th & Franklin St.
Roanoke - H. C. Baker Bldg.

WASHINGTON

Seattle - 3312 White-Henry-Stuart Bldg.
Spokane - S. 9th & Washington St.

WEST VIRGINIA

Charleston - 317 Peoples Bldg.

11/22/44 WPM

WISCONSIN

Green Bay - 115 South Jefferson
La Crosse - Fifth Ave. & Jay St.
Milwaukee - 161 W. Wisconsin Ave.

WYOMING

Cheyenne - State OPA Bldg.

REFERENCE LIST NO. 13LIST B OF PRIORITIES REGULATION NO. 3
AS AMENDED APRIL 23, 1945.

Blanket MRO ratings, such as are assigned REA borrowers under Order U-1, may not be used to obtain the items on this list. If a rating is needed to get a specified quantity of any product on the list, application may be made on Form WPB-541 (formerly PD-1A) or on any other form which may be designated for a particular product or for use by a particular person in a War Production Board order.

Adhesive tape backed with cellophane or similar transparent material derived from cellulose

Animal traps

Anti-freeze, all types

Athletic and sport equipment

Auger Bits, Type 1 as defined in Schedule VIII to Order L-157

Automotive maintenance equipment as defined in Limitation Order L-270

Automotive replacement batteries as defined in Limitation Order L-180

Automotive replacement parts as defined in Limitation Order L-158

Award emblems, badges, buttons and other similar award pins (not including identification badges)

Blowers and industrial vacuum cleaners governed by Limitation Order L-222

Capping, closing and sealing machinery and equipment for cans, jars and bottles (other than screw capping machines) having a retail sales value of \$25 or more, inclusive of motor, as listed in Schedule A of Order L-332 (except for replacement of existing machinery).

Cast iron ware, as defined by Limitation Order L-30-c Cellophane and cellulose acetate film less than three one thousandths (0.003) of one inch thick.

Cellulose caps or bands of any gauge

Chemicals listed in Direction No. 5 of this regulation. (See that direction for MRO ratings which may be used)

Chinaware

Civilian defense devices: any device, equipment, instrument, preparation or other material designed or adapted for use in connection with:

- a. Air raid warnings or detection of the presence of enemy aircraft; or
- b. Blackouts or dimouts; or
- c. The protection of civilians, either individually or collectively, against enemy action or attack

Clocks, watches and timers, including chronometers, chronographs and electrical timers, but excluding interval timers

Clock and watch repair materials including mainsprings

Closures and closing devices required for packaging products to be shipped or delivered, as follows:

- a. Closures for glass containers
- b. Gummed stay and sealing tape, paper and cloth
- c. Paper and paperboard bottle caps, closures, and hoods

Compressors, reciprocating type for compressing air, in any size smaller than 10 horsepower, of the tank mounted design sometimes referred to as the garage or service station type of compressors (new).

Containers, fabricated (in knock-down or set-up form, whether assembled or unassembled) required for packaging products to be shipped or delivered. For the purpose of this item the word "containers" shall not include shipping reels and skids, or any item which is specifically excluded from the following sub-items (such as "shell containers" in sub-item f.).

It shall, however, include but is not limited to:

- a. Bags, all types, and specialty envelopes (including those made of paper, textile, combinations of materials, transparent films, metallic foils, parchment, kraft or sulphite)
- b. Baskets and hampers
- c. Cans, as defined in Order M-81
- d. Collapsible tubes
- e. Cooperage, tight and slack
- f. Fibre cans, fibre tubes (except shell containers), fibre bottles, fibre mailing cases, and fibre drums
- g. Folding and set-up boxes (paperboard)
- h. Gas cylinders (including only metal containers as described in Item 1 of Table 17 of Order M-293)
- i. Glass containers
- j. Ice cream cans (paperboard) and paraffin cartons and pails
- k. Paper cups and paper food containers, except as permitted by Order L-336
- l. Paper milk containers
- m. Steel shipping drums as defined in Order L-197
- n. Wooden and fibre inner containers
- o. Wooden and fibre shipping containers and parts, as defined in order P-140
- p. Metal strappings, as covered in Order P-152

Corrugated and solid fibre sheets, not constituting "fibre shipping containers" as defined in Order P-146

Cutlery, as defined in any order of the L-140 series

Domestic and commercial electric fans

Domestic electric ranges

Drums, hard rubber

Electrical appliances as defined in Order L-65

Electric irons

Electronic intercommunicating systems, including public address systems

Enameled ware, as defined by Limitation Order L-30-b

Fans

Filing cabinets, wooden

Fire protective equipment, including only:

- a. Fire hose
- b. Fire pumps
- c. Fire sprinkler systems
- d. Portable fire extinguisher, except pump tank and back pack
extinguisher
- e. Fixed, or piped, extinguishing systems

Flatware

Frying pans

Fuel

Furniture for any use, except furniture specifically designed for schools

Galvanized ware and non-metal coated metal articles as governed by Limitation Order L-30 (except for funnels, oil and gasoline cans having a capacity of from 1 to 5 gallons, inclusive, and flexible spout measures)

Glass tableware

Glass tumblers

Incandescent photoflash lamps

Industrial air circulators, new (the term includes any new propeller type of fan designed for desk, pedestal, wall bracket, ceiling, or floor mounting, for circulating air within a room or space without the use of ducts, and powered by an electric motor drawing more than 200 watts. Such a fan is sometimes referred to as a "man-cooler" or a "restaurant fan". It does not include propeller type fans designed for exhausting air from inside a building or room to the outside, or for supplying air from the outside to the space within, and normally mounted in a window or over a door or in a wall.)

Kitchen ware, heavy duty (except ratings applied by food "processor" which includes any person engaged in the business of preparing, processing, canning, packing or packaging human or animal goods for distribution. It does not include any person who prepares food for consumption on the premises (such as a hotel, restaurant, hospital or educational institution) or distributes it at retail (such as a grocery or retail meat market).

- a. Bakery utensils
- b. Butcher benches
- c. Butcher blocks
- d. Canopies or hoods
- e. Carriers, food
- f. Carriers, tray
- g. Coffee mills and grinders
- h. Counters, cafeteria, lunch and serving
- i. Counter protectors
- j. Cutters, french fry
- k. Cutters, meat, bone and fish

- l. Dispensers, milk and cream
- m. Display racks
- n. Dough dividers
- o. Dough troughs
- p. Knife sharpeners and grinders
- q. Pans, cold
- r. Potato mashers
- s. Potato and vegetable parers or peelers
- t. Racks, bread (bakery)
- u. Racks, dump (bakery)
- v. Racks, pans (bakery)
- w. Sandwich units
- x. Slicers, meat and bread
- y. Tables, bakers
- z. Tables, cooks, chef, salad and work
- aa. Tables, soiled and clean dish
- bb. Toaster stands
- cc. Tray stands
- dd. Trucks, food
- ee. Urn stands

Insulation blowing machines complete (new only), and the following parts thereof:

- (a) Internal combustion engines, or electrical motors
- (b) Blowers
- (c) Speed reduction units

Kitchen household and miscellaneous articles governed by Limitation Order L-30-d

Laboratory instruments and equipment, including parts thereof.

(Except ratings assigned by Preference Rating Orders P-43, P-68, P-89, and P-98-b and ratings assigned pursuant to Order P-56 but those ratings may not be used for items on List A of Order L-144.)

Lawn mowers, including power and gang mowers

Lighting fixtures, fluorescent (as defined in Order L-73), and electric floodlights. Blanket MRO ratings of AA-2 or higher may, however, be used.

Lockers, wooden for offices and factories

Medical, surgical and dental equipment and supplies (except parts for the maintenance or repair of existing equipment) including:

- a. Anaesthesia and oxygen equipment and accessories
- b. Atomizers
- c. Clinical thermometers
- d. Crutches
- e. Dental consumable supplies
- f. Dental equipment and appliances (except dental lathes)
- g. Diagnostic instruments and apparatus
- h. Electric light bulbs for diagnostic instruments
- i. Hearing aids
- j. Hospital and medical rubber drug sundries, except surgeons'

gloves when acquired in accordance with Appendix III of Order R-1

- k. Hospital enamelware and stainless steel ware
- l. Hypodermic needles and syringes
- m. Operating and examining room furniture
- n. Operating and examining room lights
- o. Ophthalmic goods
- p. Orthopedic appliances including splints, belts and trusses
- q. Physical therapy equipment and supplies
- r. Sterilizers
- s. Surgical dressings
- t. Suture needles
- u. Sutures
- v. X-ray equipment and supplies, including X-ray tubes, X-ray valves tubes, X-ray developing hangers, X-ray timers, and similar supplies and accessories

Medical, surgical and dental instruments

Medicinal preparations, including vitamins

Monorail system and additions thereto, except one complete addition valued at less than \$200.00

Pails and tubs, wooden, including wooden mop pails

Paper and paperboard and products manufactured therefrom and molded pulp products; excluding carbon paper, tracing paper, reproduction paper, sensitized paper, engineering graph paper, chemically treated paper for engineering use, litmus paper, filter paper and paper tags

Paper charts for recording instruments

Pencils, mechanical

Pencils, wood cased

Pens, fountain

Pen holders

Pen nibs, steel

Photographic film sensitized, as controlled by Order L-233

Photographic papers, sensitized, except blueprint, whiteprint, ozalid, photostat, rectigraph and other line reproduction papers. (See Direction 24 to CMP Regulation 5)

Pins, common and safety

Printing and publishing:

- a. Printed matter including items such as letterheads, envelopes, forms and printed and ruled stationery
- b. Processed printing plates
- c. Type metal, stereotyping metal and electrototype backing-metal
- d. Printing paper, paperboard and binders' board
- e. Book cloth
- f. Blankbook and loose-leaf binders, metal parts and units
- g. Mechanical bindings

Radio transmitters, receivers and transceivers

Refrigeration and air conditioning systems and parts, except as permitted by Order L-38

Screen cloth, metal insect

Scales, Class D, as defined in Order L-190

Signal and alarm equipment, including

- a. Central Station, proprietary, auxiliary and automatic fire alarms
- b. Watchman's time recording, burglar, bank vault, holdup and intrusion systems

Slide rules, precision engineering, having a list price of \$7.50 or more

Tire retreading, recapping and repair equipment, including full circle and sectional air bags

Venetian blinds

Wooden shelving

Woodworking machinery, Class I, as defined in Order L-311

REFERENCE LIST NO. 15

SCHEDULE I OF CMP REGULATION 9A
AS AMENDED FEBRUARY 15, 1945

Manufacture of the following products:

STEEL

Carbon steel (including wrought iron):

- Bars, cold finished
- Bars, hot rolled or forged
- Ingots, billets, blooms, slabs, die blocks, tube rounds, skelp, and sheet and tin bar
- Pipe, including threaded couplings of the types normally supplied on threaded pipe by pipe mills
- Plates
- Rails and track accessories
- Sheets and strip
- Steel castings
- Structural shapes and piling
- Tin plate, terne plate, and tin mill black plate
- Tubing
- Wheels, tires, and axles
- Wire rods, wire and wire products

Alloy steel (including stainless):

- Bars, cold finished
- Bars, hot rolled or forged
- Ingots, billets, blooms, slabs, die blocks, tube rounds, sheet bar
- Pipe including threaded couplings of the types normally supplied on threaded pipe by pipe mills
- Plates, all plates (including rolled armor plate in the form and shape to which it is rolled by the steel mill and prior to any subsequent fabrication) and including nickel clad and stainless clad
- Track accessories
- Sheets and strip
- Structural shapes
- Steel castings
- Tubing
- Wheel, tires and axles
- Wire rods, wire, and wire products

COPPER AND COPPER-BASE ALLOY PRODUCTS

I. Brass mill products (for the purpose of this regulation):
Alloy sheet and strip:

Alloy plate, sheet, and strip (including strip equivalent of ammunition cups and discs)

Alloy rods, bars and wire including extruded shapes:

Alloy rods, bars and wire (including extruded shapes and ammunition slugs)

Alloy seamless tubing and pipe:

Alloy seamless tubing and pipe

Brass mill copper products:

Plate, sheets, and strip

Rods, bars, and wire including extruded shapes (not including wire bars and ingot bars, or rod and wire for electrical conduction)

Tube and pipe

II. Wire mill copper products:

Wire and cable (bare, insulated, armored, and copper-clad steel) for electrical conduction

III. Foundry copper and copper-base alloy products:

Castings (before machining)

ALUMINUM

Rod, bar, wire and cable:

Rod and bar

Wire (wire covers maximum diameter under $3/8$ " in rounds, ovals, squares, hexagonals, octagonals, and rectangles)

Cable (electrical transmission only)

Rivets:

Rivets

Forgings, pressings and impact extrusions:

Forgings and pressings (before machining)

Impact extrusions

Castings:

Cylinder head castings for air-cooled engines

Heat treated sand castings, except cylinder heads

Non-heat treated sand castings

Non-heat treated permanent mold castings
Cold-chamber die castings
Gooseneck die castings
Other castings (including rotor, centrifugal, plaster, etc.)

Shapes, rolled or extruded:

Rolled structural shapes (angle, channels, zees, tees, etc.)
Extruded shapes

Sheet, strip, plate and foil:

Sheet, strip and plate
Foil (0.005" and thinner)

Tubing and tube blooms:

Tubing
Tube blooms (tube redraw stock)

Ingot and powder:

Powder (including atomized, granular, flake, paste and pigment)
Ingot, pig, billets, slabs, etc.

6/12/43 WRM

CHAPTER 3

WAR LABOR REGULATIONS

2008-2009



2008-2009

2008-2009



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NOTE: REA Borrowers desiring assistance or information on any matter relating to War Labor Regulations should communicate with David A. Fleming, Labor Relations and Safety Specialist, REA, Boatmen's Bank Building, St. Louis 2, Missouri. Information with respect to deferments of borrowers' personnel may be secured from War Regulations Unit, RE Division, Office of the Solicitor.

Part I - WAGE STABILIZATION

A. JURISDICTION OF BOARD AND OF COMMISSIONER

Under the authority granted in an amendment to the Price Control Act, the President has issued two important Executive Orders affecting wages. The Wage Stabilization Order was issued on October 3, 1942, and the "Hold-the-line" Order was issued on April 8, 1943.

(600)

Scope

All REA borrowers are subject to the regulations issued by the War Labor Board and the Commissioner of Internal Revenue under these Orders, unless they come within certain exemptions mentioned below. Increases or decreases in wages or salaries may be made only in accordance with these regulations. Wages and salaries include bonuses, additional compensation, commissions, etc. The term salary means all forms of compensation computed on a weekly, monthly, annual or other comparable basis. The term wages means all forms of compensation computed on an hourly, daily, piece-work or other comparable basis.

(601)

War Labor Board

The War Labor Board has jurisdiction over:

(602)

1. All wage payments
2. Salary payments up to \$5,000 per year
3. Salary payments of any amount to those employed in an executive, administrative, or professional capacity who are represented by a labor organization.

Commissioner of Internal Revenue

The Commissioner of Internal Revenue has jurisdiction over:

(603)

1. Salary payments in excess of \$5,000
2. Salary payments in any amount to those employed in an executive, administrative or professional capacity who are not represented by a labor organization

Executive, administrative or professional employees

The definition of these terms is taken from the Regulations issued by the Wage and Hour Division of the Department of Labor. The most important provisions of the definitions are as follows:

(604)

1. An executive employee is one (a) whose primary duty is the management, with discretionary powers, of the establishment in which he is employed or of a customarily recognized department or subdivision thereof; and (b) who receives a salary of not less than \$30 a week.

(604)

2. An administrative employee is one (a) who performs nonmanual office or field work directly related to management or general business operations and requiring special training, experience, and knowledge and the exercise of discretion and independent judgment; and (b) who receives a salary of not less than \$200 a month.

3. A professional employee is one (a) whose work requires advanced training in a field of science or learning customarily acquired by a prolonged course of specialized instruction or study, and also involves the exercise of discretion and independent judgment, or whose work is predominantly original or creative in a recognized field of artistic endeavor; and (b) who receives a salary of not less than \$200 a month.

In general, all managers or superintendents who receive not less than \$30 a week, and supervise at least two employees, are classed as executives. For regulations affecting such employees subject to the jurisdiction of the Commissioner of Internal Revenue, see Secs. 660-668 of this Manual.

Exemptions

(605)

1. 8 or less employees

REA borrowers employing less than 9 persons are not required to comply with the provisions of the Wage Stabilization Order. To ascertain whether a borrower is entitled to the exemption, all employees (including managers and part-time workers) must be counted. However, directors are not counted, unless they perform other work for the borrower. The time as of which the number of employees is determined is the time when the wage or salary adjustment is agreed to, or if not made by agreement, the time when it is put into effect. Borrowers entitled to this exemption may not make adjustments in the salaries of more than 8 employees in any one-year period beginning October 2, 1942. Thus, only 8 employees may be affected in this way between October 2, 1943 to October 2, 1944. However, adjustments may be made on more than one occasion in the case of the particular 8 employees.

2. Political Subdivisions

Political subdivisions, such as public utility districts, may make increases based on any of the grounds listed in Secs. 607-622 without securing approval or filing a statement. In other types of cases, the political subdivision should seek the advice of the regional offices of the War Labor Board or the Commissioner before communicating with the Joint Committee on Salaries and Wages, Department of Labor Building, Washington, D. C. The offices of the War Labor Board are set forth in Reference List 21, page 124. The offices of the Commissioner of Internal Revenue are set forth in Reference List 22, page 125.

NOTE: Except where expressly indicated, all regulations set forth hereafter refer to those employees subject to the jurisdiction of the War Labor Board.

B. WAGE INCREASES War Labor Board

Definitions

Wages, as used in this chapter, includes salaries as well as wages.

Job classification is a category of jobs or positions similar in nature and content and in required amount of knowledge, skill, experience and responsibility. It is not merely a title, but must be clearly defined and described. Typists, stenographers and secretaries should each be considered separate job classifications because the work differs as to skill, content and responsibility. (607)

A job classification rate exists where a single rate is paid for particular work rather than a range of rates. (608)

A job classification rate exists where a company pays, for a given job classification, a number of rates varying from a clear minimum to a clear maximum. For example, if a borrower has paid bookkeepers from \$100 to \$125 per month, it uses a rate range rather than a single rate. A rate range may exist even though no employee is being paid the minimum or maximum rate at a given time. (609)

A plan is an orderly, definite procedure for making adjustments, within specified limits, in wage rates of employees (1) within particular job classifications, and (2) when they move from one job classification to another. A plan ordinarily includes (1) tests and procedures for determining whether employees are to be given individual adjustments, and (2) limits on the number of adjustments, the time of adjustments and the average or total amount of money to be granted over a given period of time. It is not essential that a given plan include all these items. (610)

Merit increases are individual wage or salary rate adjustments made as a reward for improved quantity and/or quality of work or service. (611)

Automatic length-of-service increases are individual adjustments usually made automatically at the end of specified periods of satisfactory service. (612)

Promotions or reclassifications occur when an employee is moved into a different job classification. (613)

Apprentice or trainee programs involve individual rate adjustments resulting from improvement, over specified periods of time, in the productive abilities of apprentices or trainees who are employed under a bona-fide apprentice or trainee program. (614)

No Approval Needed(615) Promotions and Reclassifications

The approval of the Regional War Labor Board is ordinarily not required for individual promotions or reclassifications. The promotion must be to a position involving new duties. The performance of additional work of the same type already being performed by the employee does not come within this definition. When promoted or reclassified to a higher rated job, an employee may be paid a wage 15% above his last wage or the minimum rate for the new job, whichever is higher. However, in the rare case where an employee has special ability and experience for the new position, he may be paid a higher rate corresponding to such ability and experience.

(616) New Employees

New employees may not be hired at more than the established wage paid by the particular borrower for the job. If a wage rate for a particular job has not been fixed, the rate should bear the same relation to rates for similar classification in the area as the existing rates in the company bear to comparable rates, unless a higher rate is approved by the National War Labor Board. New employees may be increased in accordance with any plan in existence on June 30, 1943, e.g., automatic advancement at the end of a stated period to the maximum salary of the position, or payment of the regular salary at the end of a probationary period. If there is no plan in effect see the suggestions made in Secs. 624 and 652.

(617) Thirty or Less Employees--Merit Increases

The War Labor Board has relaxed its requirements to permit companies employing 30 or less employees to make individual merit increases (Sec. 611) provided that:

1. The total of such increases to any individual employee shall not exceed 10¢ per straight-time hour during any year (beginning July 1, 1943), and the total amount for all increases during the year shall not exceed an average of 5¢ per straight-time hour for all employees of the company whose wages are subject to the jurisdiction of the Board.
2. Such increases shall not result in the payment of any wage in excess of the highest wage paid between July 1, 1942 and June 30, 1943, for jobs of similar skill, duties and responsibility. In other words, such increases cannot give an employee more than the maximum salary previously established for the particular job.

3. Such increases may not be made the basis of an application for other increases based on intra-plant inequalities (Sec. 640) nor can they be used to urge an increase in prices or rates, nor may they be made where contrary to the terms of a collective bargaining agreement. (617)

(621) Approved Schedules

Comparatively few borrowers have adopted definite job classifications, rate ranges, and plans for making increases. However, where this type of action was taken sometime ago, certain increases may be made without securing approval. These increases must be made in accordance with established schedules and such schedules must possess two requirements.

1. A job classification wage rate or rate range (Sec. 609) in existence prior to October 3, 1942, or approved thereafter.
2. A plan for making adjustments within the rate range which is in conformity with the provisions of a collective bargaining agreement, other types of agreements, written statements, minutes or memoranda of the borrower which were in existence and effect on or before June 30, 1943, or approved by the Board.

Briefly, in order to make increases under approved schedules, the borrower must have classification rate ranges which were in existence on October 3, 1942, and a plan for making increases established before June 30, 1943. If the borrower's present rate ranges are satisfactory but it has no plan for making increases, or a defective plan, then increases may be made if it will adopt a plan conforming to the following requirements:

(622) (a) Merit or automatic length of service increases

(1) Both types of increases must be made only within job classification rate ranges (Sec. 609).

(2) The total of such increases to any individual employee (subject to Board jurisdiction) shall not exceed, during any year (beginning July 1, 1943), 10¢ per straight-time hour or more than two-thirds of the difference between the appropriate minimum and maximum rates, whichever increase is greater; and the total amount expended on such increases during any such year shall not exceed an average of 5¢ per straight-time hour for all the employees who are covered by the plan and whose wage rates are subject to Board jurisdiction.

(623) (b) Promotions or reclassifications may be made between jobs which bear single rates as well as between jobs which bear rate ranges. When promoted to a higher-rated job, an employee may receive a rate 15% above that paid on his old job or the minimum rate for the new job, whichever is higher; provided, however, that where he

has special ability and experience, he may be paid (623)
a rate within the appropriate range corresponding
to such abilities and experience.

(c) Apprentice or trainee programs for a given job (624)
should include information as to the length of the
learner period; proportion of learners to experienced
workmen; relation of learner wage at various periods
to rate paid experienced workmen. The standards
should conform to those set forth in a collective
bargaining agreement or in the applicable regulations
of Federal or state agencies.

Where the borrower desires to exceed the limitations of
this plan, e.g., to give more than an average of 5¢ per
straight-time hour, in the case of merit increases, it
must submit the plan for approval, in accordance with
Secs. 645, 649.

Bonuses - War Labor Board

A bonus, fee, gift, commission or other form of compensation (625)
usually paid to employees may be continued without approval of
the War Labor Board where (1) in the case of fixed amounts, the
total payment during the current bonus year is not greater than
the total for like work during the preceding bonus year; or (2)
if the bonus is computed on a percentage, incentive or similar
basis, the rate and method of computation may not be changed
unless they yield no more than they did last year.

An employee may receive a greater amount this year under the second
plan, if the rate and method of computation are not changed. For
example, if an employee received a 5% bonus on his salary of
\$2,500 last year (\$125), and his salary this year is \$3,000, he
may be paid 5% of \$3,000 or \$150, instead of \$125. A bonus pay-
ment to an employee who is leaving for the immediate purpose of
entering the armed forces does not require the approval of the
Board. Where the employee has not received a bonus in the past,
or the borrower desires to increase the amount of the bonus,
permission must be secured from the War Labor Board.

An employer, including an REA borrower, may pay a Christmas or
year-end bonus of \$25 or less to each of their employees without
approval of the War Labor Board.

If an employee is regularly paid on a commission or fixed percent-
age basis, a change in the rate or method of compensation consti-
tutes a wage or salary adjustment which requires the approval of
the War Labor Board.

Bonuses - Commissioner of Internal Revenue

In the case of managers and others subject to the jurisdiction (627)

(627)

of the Commissioner of Internal Revenue, the regulations set forth below instead of those mentioned in Sec. 625 will apply. For the purposes of these regulations base salary means salary exclusive of bonuses and other forms of additional compensation.

1. If the employee's base salary has not been increased since October 2, 1942, he may be paid a bonus which does not exceed the higher of the following amounts: (a) the dollar amount paid for the employer's last accounting year ended prior to October 3, 1942, or (b) the dollar amount of a bonus authorized under the Salary Stabilization Regulations for the employer's first accounting year ending after October 3, 1942, provided the bonus does not exceed 50 percent of the base salary.
2. If the employee's base salary has been increased since October 3, 1942, he may be paid a bonus not to exceed the same dollar amount of bonus paid him for the employer's first accounting year ending after October 3, 1942, provided the bonus does not exceed 20 percent of his present base salary.
3. If the employee has been paid regularly, in accordance with an established policy of the employer, a bonus based on a percentage of base salary, such bonus payment may be made, regardless of dollar amount, provided the percentage has not been changed since October 27, 1942.
4. An employee may also be paid a bonus which, together with all other compensation for personal services, does not increase his total compensation for the current year over the total earned in the calendar year 1941 by more than (a) 15 percent if the total compensation for the year 1941 was \$1,400 or less, (b) 10 percent if the total compensation for the year 1941 was over \$2,400 but not over \$4,000, (c) 5 percent if the total compensation for the year 1941 was over \$4,000 but not over \$7,500.

Other bonuses will require the specific approval of the Commissioner.

Wage and Hour Act

The Wage Stabilization Order and the regulations of the War Labor Board do not effect compliance with the Fair Labor Standards Act (Wage and Hour Act). If a borrower complies with the Fair Labor Standards Act, an employee working longer hours in any work week will receive more pay. Such increases in a man's pay from week to week, if made in compliance with the Fair Labor Standards Act, are perfectly proper. Borrowers not covered by the Act but wishing to pay time-and-a-half, and those desiring to change from a fluctuating to a fixed work week should apply to the Regional War Labor Board Office, (List No. 21, page 124).

(630)

Approval Required

- (635) Except for employers who are exempt under Sec. 605 above, all increases or decreases other than those enumerated above require the approval of the Board or the Commissioner. This is true even for changes provided for in an agreement signed before October 3, 1942. Thus, if a contract calls for automatic adjustments tied to changes in the cost of living, or to the cost of living index of the Department of Labor, no change may be made in accordance with the contract without approval of the Board. The types of increases which the Board has approved are indicated in Secs. 636-652.

Substandards

- (636) A borrower may increase any wage rate to 50¢ an hour, without filing an application for approval. Increases above 40¢ an hour made hereunder may not, however, furnish a basis either to increase price ceilings of the service being rendered or to resist otherwise justified reductions in such price ceilings.

Wage-Rate Brackets - Gross Inequities

- (637) The power to establish wage-rate brackets is part of the Board's power to correct gross inequities, given to it in the Act of October 2, 1942 and in a policy directive issued by the Economic Stabilization Director on May 12, 1943. A wage-rate bracket reflects the sound and tested going rate in the vicinity for each occupational group. In effect, it seeks to find the average or normal wages paid for the position. Once this has been determined, the Board will permit increases up to the minimum of the bracket. This is important since the wage scales of the borrowers may be lower than those of nearby borrowers or utilities. In submitting applications, borrowers ought to request the Regional Board to establish the applicable wage bracket, and submit evidence of lower salaries in the immediate neighborhood for similar work. Raises above the minimums of the bracket will be approved only in rare and unusual war emergency cases, and the company must be in compliance with all the War Manpower Commission's regulations and policies.

Maladjustments - "Little Steel" Formula

- (639) To correct maladjustments, the War Labor Board will consider requests for general increases in straight-time rates up to 15% above the level prevailing on January 1, 1941. The purpose is to adjust salaries to approximately the rise in the cost of living occurring from January 1, 1941 to May, 1942. This is known as the "Little Steel" formula. If salaries have already increased 15% above the levels prevailing on January 1, 1941, no increase will be ordered. This formula can now be applied to individual workers or to all employees. In determining whether employees have received a 15% increase, raises given because of merit, promotions or reclassifications, etc., are not included.

Intra-plant Adjustments

(640)

Adjustments which are necessary to do equity and to promote production. Probably, this will apply to situations where workers are given a general increase which makes their pay almost equivalent to that of their supervisors, e.g., they were receiving 90¢ an hour and the supervisor was receiving \$1.05. If they now are granted an increase of 10¢ an hour to \$1.00 an hour, the supervisor would probably be granted an increase of 10¢ to \$1.15 to preserve the existing differential.

Improvement of Working Conditions

(641)

If sick leave or annual leave plans were not in existence on October 3, 1942, they require approval. But it is likely that adjustments for vacation pay, sick leave, night bonuses and holiday pay will be approved if they do not exceed the sound prevailing practice in the industry or area.

Incentive Plans

(643)

Much has been written about incentive plans in the newspapers but the Board will not issue regulations on this subject until it has had further experience in the field. This type of increase may be more suitable to large industrial concerns where employees work at piece rates. The Board further emphasizes that "the working out of incentive plans is particularly suited to collective bargaining and that where a collective bargaining agency exists it should be consulted in the preparation of such plans."

New Schedules

(645)

If a borrower desires to make a complete revision of existing wages it is more likely to secure approval if a new wage rate schedule is submitted. This need only be done where the borrower lacks both satisfactory wage rates and a plan for making increases. If its wage rates are satisfactory, it may adopt a plan without securing approval of the Board. (Secs. 622-624) The Board has made the following requirements for new schedules.

1. Rate Ranges. Proposed rate ranges should be set forth for each job classification. If the borrower does not desire to make merit or automatic length-of-service increases, and use only reclassifications, a single rate may be used.

(646)

2. Job Classifications. Each job classification should be clearly distinguished and described.

(647)

3. Plans. Proposed plans should contain the following information with respect to one or more of the methods outlined below. A borrower does not have to provide for all four types of increases.

(648)

(a) Merit Increases

(649)

Give average amount of increase to be given during

(649)

any year for all employees covered by plan; and maximum amount of increase which can be given to any individual employee during the year.

(650)

(b) Automatic length-of-service increases.
Give average amount of increase to be given during any year for all employees covered by plan; and maximum amount of increase to be given to any individual employee during the year.

(651)

(c) Promotions or reclassifications.
Specify whether an employee promoted to a higher-rated job will receive the minimum rate of the new job or a higher rate, and if a higher rate, state criteria that will determine the rate, e.g., special skill and experience.

(652)

(d) Apprentice or trainee systems.
Conform any trainee system to plans usually adopted in collective bargaining agreements or in state or federal regulations, by stating the length of the learner period; proportion of number of apprentices or learners to the number of experienced workmen in a given job classification, and the relation of the apprentice rate at various periods to the rate paid experienced workmen.

The plan should also indicate the approximate percentage increase in payroll costs and in production (total) costs.

C. WAGE INCREASES - COMMISSIONER OF INTERNAL REVENUE

In those situations where the Commissioner of Internal Revenue has jurisdiction as set forth in Sec. 603 of this Manual, the following Salary Stabilization Regulations will apply.

(660)

Definitions

Salary policy means an employer's policy with respect to:

- (1) The classification of the salaried positions in his establishment which are within the Commissioner's jurisdiction.
- (2) The range of salary rates for each position.
- (3) The conditions under which promotions are made from one position to another.
- (4) The frequency, amount and the manner of determination of salary increases on the basis of merit and length of service.

Salary rate schedule refers to a statement of the salary rate ranges for specified types of positions.

Salary rate range means the minimum and maximum salary rate paid for a particular position.

Promotion means a transfer from one position to another having more important duties or greater responsibilities, or demanding higher qualifications.

Merit increases are salary adjustments made as a reward for improved quantity or quality of work in the same position.

(660)

Length of service increases are adjustments in salary made automatically at the end of specified periods of satisfactory service in accordance with a salary policy without change of duties.

Similar positions are positions of generally equivalent difficulty and responsibility, and requiring similar or equivalent qualifications.

Test period refers to the period January 1, 1938, to October 3, 1942. If an employer started business after January 1, 1938, or the particular position involved was established subsequent to January 1, 1938, the test period means the period from the date the business was started or position was established to October 3, 1942.

No Approval Needed

If a borrower had established a salary policy prior to October 3, 1942, it may continue to make increases under the policy without requesting approval. The borrower must be prepared to show that the claimed policy was followed with reasonable consistency during the test period (1938-1942), and must be ready to prove the policy in effect on October 3, 1942. Such records (See Sec. 668) must show the minimum and maximum rates paid for each type of position; the number of increases granted each year in these classifications, a separate breakdown of reasons for such increases, the procedure followed and by whom authorized; the average salary paid in each rate range at the beginning of the year and as of October 3, 1942.

(661)

If a borrower is in doubt whether its salary policy comes within the Salary Stabilization Regulations, or if a borrower desires to establish a salary policy, it should request approval thereof. Such a request should be submitted to the head of the appropriate regional office of the Commissioner of Internal Revenue.

New Positions

Where a new classification is set up after October 3, 1942, approval must be obtained unless the rate set up is not in excess of the minimum for similar job classifications within the organization or if no such rate is available, then for similar positions within the local area on September 15, 1942.

(662)

Vacation Pay

Pay in lieu of vacation to employees receiving not in excess of \$7,500 a year does not require approval, if computed in accordance with a vacation policy established prior to October 3, 1942, and if computed at the straight time rate for the normal (unextended) work week. Where there was no such policy in October, 1942, approval is needed.

(663)

(664) Overtime Pay

In the case of managers and others subject to the jurisdiction of the Commissioner of Internal Revenue, payment for overtime will constitute an increase and require approval unless it was the customary practice of the employer prior to September, 1942, and the rate and scheduled number of overtime hours have not been changed.

(665) Bonuses

In the case of managers and others subject to the jurisdiction of the Commissioner of Internal Revenue, the regulations set forth below will apply. For the purposes of these regulations base salary means salary exclusive of bonuses and other forms of additional compensation.

1. If the employee's base salary has not been increased since October 27, 1942, he may be paid a bonus which does not exceed the higher of the following amounts: (a) the dollar amount paid for the employer's last accounting year ended prior to October 3, 1942, or (b) the dollar amount of a bonus authorized under the Salary Stabilization Regulations for the employer's first accounting year ending after October 3, 1942, provided the bonus does not exceed 50 percent of the base salary.
2. If the employee's base salary has been increased since October 3, 1942, he may be paid a bonus not to exceed the same dollar amount of bonus paid him for the employer's first accounting year ending after October 3, 1942, provided the bonus does not exceed 20 percent of his present base salary.
3. If the employee has been paid regularly, in accordance with an established policy of the employer, a bonus based on a percentage of base salary, such bonus payment may be made, regardless of dollar amount, provided the percentage has not been changed since October 27, 1942.
4. An employee may also be paid a bonus which, together with all other compensation for personal services, does not increase his total compensation for the current year over the total earned in the calendar year 1941 by more than (a) 15 percent if the total compensation for the year 1941 was \$1,400 or less, (b) 10 percent if the total compensation for the year 1941 was over \$2,400 but not over \$4,000, (c) 5 percent if the total compensation for the year 1941 was over \$4,000 but not over \$7,500.

Other bonuses will require the specific approval of the Commissioner.

Approval Required

If a borrower has maintained a salary policy which has been (666)
followed with reasonable consistency for the test period (1938-1942),
prior approval of the Commissioner must nevertheless be obtained for:

- (a) Any change in the classification of any particular position.
- (b) Any change in the salary rate range for any particular position.
- (c) Any increase in salary beyond the maximum rate fixed for the position.
- (d) Any change in the conditions of promotion from one position to another (i.e., from one salary rate range to another.)
- (e) Any change in the frequency, amount or manner of determination of merit and length of service increases.
- (f) The establishment of a new position with a new salary rate range.

Limitations Regarding Approval of New Salary Rate Schedules

The Commissioner has announced the following general rules governing the approval of new salary rate schedules. In the case of small companies having less than ten employees subject to the jurisdiction of the Commissioner, all such employees should be grouped in a single salary range. The minimum and maximum rates for each position should be the minimum and maximum rates paid for that position between January 11, 1942, and September 15, 1942, except that if higher or lower rates were paid during the test period, such higher or lower rates may be approved. Promotions may be made at the minimum of the range for the new position, or at not to exceed 15% above the employee's salary at the time of promotion, whichever is greater. Provisions for merit and length of service increases within any 12-month period of employment must not exceed 15% of the minimum of the range or of the employee's salary at the time of the increase. In general, the average salary of all employees subject to the Commissioner's jurisdiction should not exceed the average salary paid for the positions as of October 3, 1942.

(667)

Records

Any borrower who submits an application for approval of salary rate (668)
schedules must keep the following records:

- (a) Description of each position in each salary rate range.
- (b) Number of employees of each position included in each salary rate range. When the salary rate range contains less than 10 employees, the borrower should combine several separate rate ranges.
- (c) The minimum and maximum salary rates in each salary rate range paid during the test period.

- (668) (d) The employer's policy with respect to salary increases due to promotions from one salary rate range to another.
- (e) The borrower's policy with respect to frequency and amount of merit and length of service increases. Also, the number and percentage of the employees in each salary rate range who were granted such increases each year during the test period.
- (f) The average salary paid in each salary rate range at the beginning of each year during the test period.

D. PROCEDURE

Application to the Board

- (669) If borrowers are uncertain whether proposed adjustments can be made without approval, they may ask the nearest office of the Wage and Hour Division of the Department of Labor for an informal ruling on NWLB Form 1, which may be secured from the local or regional office of the Division (see Reference List No. 20, page 121). If the Wage and Hour Office advises that the adjustment is of a sort which may be made without the approval of the War Labor Board, the increase may be put into effect immediately. If the adjustment requires Board approval, an application should be filed with the nearest office of the Wage and Hour Division on NWLB Form 10.

Applications to the Commissioner

- (670) Applications for increases in the salaries of managers and those subject to the regulations issued by the Commissioner of Internal Revenue should be filed on SSU Form 2, which may be obtained from the offices of the Wage Stabilization Unit of the Commissioner (see Reference List No. 22, page 125). The Commissioner has now issued appropriate regulations which differ from those of the War Labor Board. See Secs. 660-671.

Content

- (671) To avoid delay, file applications on prescribed forms and not by letter. Applications should be as complete as possible. Additional material may be included by way of appendix, or exhibit. It is suggested that, for the present, borrowers base their applications upon the Board's power with respect to substandards, wage-rate brackets, maladjustments, and intra-plant adjustments, as well as the improvement of working conditions, avoiding requests for approval because of inequalities and incentive plans. Emphasis should be placed on the non-profit nature of the borrower, its comparative newness, and its past wage practices.

Union Negotiations

- (672) If there is a recognized labor organization entitled to bargain

for any of the employees involved in an application, approval for the increases must be requested jointly by the borrower and the labor organization. If agreement cannot be reached, the parties may jointly submit the issues to the Regional War Labor Board for determination. It should also be remembered that, once collective bargaining negotiations have begun, no announcement of increases should be made without consulting the union.

(672)

Records

Any borrower who makes individual wage or salary rate adjustments pursuant to an established schedule must now keep records available for two years showing:

(673)

1. Rate or range of rates for each job classification
2. Description of each job classification
3. Statement of plan of making adjustments
4. Date when schedule established
5. For each employee who has received an adjustment, give
 - (a) name
 - (b) date hired
 - (c) for each adjustment given to the employee, give
 - (1) date of adjustment
 - (2) job classification prior to and after adjustment
 - (3) rate of pay prior to and after adjustment
 - (4) reason for adjustment

E. PENALTIES

Borrowers are again cautioned not to place increases into effect in doubtful cases without securing the approval of the Board or the Commissioner. Wilful violations of the law may subject both employers and employees to a fine of not more than \$1,000 or imprisonment of not more than a year, or both.

(674)

In the case of those borrowers required to file Federal Income Tax returns, where increases are made in contravention of the law, the borrower will not be able to deduct the employee's salary. This will mean the loss of a deduction for the entire salary paid to the employee and not merely the illegal increase.

Part II - DOUBLE TIME

(675) We have had many inquiries on the subject of double time and have advised REA borrowers that they are not affected by the presidential order on this subject. Executive Order 9240 provides that double time shall be paid only for the seventh consecutive day of work. This Order applies only to "work relating to the prosecution of the war". By express ruling, electric companies are excluded from the provisions of the Order, even though they furnish power to war contractors.

Part III - COLLECTIVE BARGAINING

The October 3, 1942 Executive Order reaffirmed the policy of the Federal Government to encourage free collective bargaining between employers and employees. The War Labor Board has very extensive powers to determine all issues involved in labor controversies. This jurisdiction extends to all industries and all employees.

(685)

PART IV - HIRING AND TRANSFER OF EMPLOYEES

A. COVERAGE

- (700) Under the President's "Hold-the-Line" Executive Order of April 8, 1943, the War Manpower Commission has been given authority to control the transfer of workers. This power extends to all industries and no general exemption from these regulations has been announced.

B. ESSENTIAL INDUSTRIES

- (701) In order to determine the type of activities which should have prior claim to the available workers, a list of essential activities has been compiled. The list includes all electric companies. The latest list of essential activities is set forth in Reference List No. 25, page 128.

C. PRIORITY REFERRAL PLAN

- (702) Effective July 1, 1944, the War Manpower Commission placed in operation a nation-wide system of priority referrals which provides that employers, including REA borrowers, must hire male workers only from among those referred by the War Manpower Commission's United States Employment Service (hereinafter referred to as "USES") or in accordance with arrangements approved by the USES. The purpose of the program is to refer workers to jobs in the order of their relative importance to the war effort.

Basis

- (703) This plan will be backed up by three listed programs:

- (1) Employment ceilings that fix the total number of workers who may be employed in any given establishment in areas of labor shortage referred to as:

Group I areas in which acute labor shortages exist or may shortly exist.

Group II areas in which serious, but not acute, labor shortages exist.

Group III and Group IV areas constitute regions in which labor surplus exists or will exist.

- (2) Setting up manpower priorities committees in all labor shortage areas.

- (3) Stepped-up recruitment activities by the USES so that men may be transferred from labor surplus areas to those where there is an urgent need for more male labor.

Employment ceiling is the highest level of total employment or of specified types of employees which an establishment is not permitted to exceed, based upon an approved and necessary production schedule.

In order to determine whether a particular region constitutes a labor shortage area reference is made to the list set forth in (703) Reference List No. 23 on page 126 of the Manual.

Men will be referred to other than an essential job only when: (704)

1. They are not needed for any essential job in the area.
2. They are unable to accept an essential job outside the area.
3. They cannot take the job without undue hardship or unless special circumstances or other good cause would prevent their acceptance.

Employers will be given a wide latitude of selection in accepting men sent to them by the USES. However, the decision to hire must be based on qualifications essential for performance of the job and shall be made without discrimination as to race, creed, sex, national origin, or, except as required by law, citizenship. An employee does not have to accept the first job offered him by the USES. (705)

Normal referral policies, such as those relating to the referral of workers at their highest recognized skills to jobs at rates of pay reasonably consistent with prior earnings, will be followed. (706)

Statements of availability as required in Sec. 714 of the Manual must still be had. (707)

War veterans are given sixty (60) days after the effective date of their discharge to take any job they want, even if it is in a nonessential industry. After the expiration of this period, veterans will be referred to a job by the War Manpower Commission. (708)

Appeals

(a) By employees: Each worker has the right to appeal, first, to the local organization of War Manpower Commission and, finally, if he is still dissatisfied, to the War Manpower Commission headquarters at Washington, D. C. (709)

(b) By employers: The War Manpower Commission has set up appeal machinery to handle cases of all sorts in which either the employer or employee feels he has a just grievance. (710)

D. STATEMENT OF AVAILABILITY

An employee is entitled to a statement of availability if: (714)

1. He is discharged or laid off for seven days or more.

- (714)
2. His skills would be more fully employed for the war effort in a new job.
 3. Continuance of his present employment would involve undue hardship.
 4. His present employment is at a salary or under working conditions below standards established by State or Federal law or regulation, or
 5. His employment is at a salary below a level established or approved by the National War Labor Board.

If the employer refuses to grant the statement, the employee may appeal to the USES for such a statement. The statement shall contain only the name, address, social security account number of the employee, the name and address of the employer, date of issuance, a statement as to whether or not the individual's last employment was in a critical occupation. The statement may not include other information prejudicial to the employee in seeking new employment unless authorized by the War Manpower Commission.

E. PENALTIES

- (721) Penalties for hiring workers in violation of the employment stabilization program may be a fine of \$1,000, a year in prison, or both. Likewise, such an employer may be required by USES or the War Manpower Commission to release workers hired in violation of the Act. Workers so released will be issued statements of availability and referred to jobs where they will do the most good in the furtherance of the war program. The War Manpower Commission may also stop referring any workers to a plant which fails to cooperate.

Workers who accept jobs in violation of the program may lose their jobs and be unable to get another for 60 days. The worker is also subject to the same criminal penalties as are applicable to the employer who hired him.

PART V - WARTIME WORKWEEK

A. DESIGNATED AREAS

- (730) The purpose of the President's Executive Order No. 9301, calling for a 48-hour week, was to make more manpower available as needed and increase production. It is up to the War Manpower Commission to determine in what areas and in what industries the 48-hour week shall be applied. The areas which have been designated up to the present time, are starred (*) in Reference List No. 23, page 126.

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The regional directors of the War Manpower Commission will determine in each case the exact limits of the area and these will be published in local papers. The regional offices of the Commission are set forth in Reference List No. 23, page 126. (730)

B. COVERAGE

Only the areas starred (*) in Reference List No. 23 are covered (731) by the regulations issued under the Executive Order but all industries within these areas are included, except the following:

1. Borrowers with fewer than eight employees (note that the requirement here is not eight or less, but fewer than eight). If, at any time, the number is increased to eight, the regulations apply.
2. Employees of political sub-divisions.
3. Youths under the age of 16.
4. Persons, who because of other employment, household duties or physical disabilities, are not available for full time work.

Coverage will be determined by the location of the headquarters from which the employee operates, rather than the location of the lines.

C. REQUIREMENTS

The essential requirements are as follows: (732)

1. No employer who has not adopted the 48-hour week may recruit additional employees.
2. Where the 48-hour week will not necessitate the release of employees, it should be adopted promptly.
3. Where the 48-hour week will necessitate the release of some workers, arrangements for their release in an orderly fashion must be made with the regional office of the War Manpower Commission, and until that time, the 48-hour week will not be used.

(732) 4. Where a 48-hour week would be impracticable, i.e., in view of the nature of operations, or where it would not contribute to the reduction of labor requirements, or where it would conflict with any federal, state or local law or regulation limiting hours of work, the employer will schedule the greatest number of hours possible under these limitations. In all such cases, application for permission to work less than 48 hours should be made to the regional office of the War Manpower Commission.

5. The regulations supersede contract provisions relating to the number of hours to be worked.

D. OVERTIME PAYMENT

(733) Where the workweek is increased to 48 hours per week, no approval from the War Labor Board is needed to pay time-and-a-half for hours in excess of 40, if the borrower complies with the Fair Labor Standards Act, or overtime pay is called for by state statute or a collective bargaining agreement. Where the borrower does not comply with the Fair Labor Standards Act, and is not required to pay overtime by statute or agreement, it may pay employees for the extra 8 hours at straight time rates. If it wishes to pay time-and-a-half, and has not previously paid overtime rates, it must secure approval of the War Labor Board.

PART VI - DEFERMENTS OF PERSONNEL OF REA BORROWERSA. ESSENTIAL ACTIVITIES

In order for a registrant under the Selective Training and Service Act to qualify for an occupational deferment, he must (1) be engaged in an essential activity and (2) be considered "necessary to and regularly engaged in" or "regularly engaged in" an activity in war production or in support of the national health, safety or interest. Whether a registrant must be "necessary to and regularly engaged in" or merely "regularly engaged in" an essential activity is contingent upon the age group he falls into. (800)

Local Board Memorandum No. 115, as amended, issued by the National Selective Service Headquarters as a guide to Local Boards, has attached thereto a "List of Essential Activities", set out in Reference List No. 25 on page 128, which was revised on January 15, 1945, to reflect the War Manpower Commission's list of essential and critical activities. In accordance therewith, "electric light and power . . . utilities" constitute industries which are engaged in essential activities and are designated critical on the essential list. Inasmuch as REA borrowers are engaged in the production, transmission and distribution of electric power, they are included within the meaning of the terms "electric light and power . . . utilities". Accordingly, REA borrowers are engaged in an "essential activity" on the "critical" list. (801)

Deferment of Project Personnel 18 through 29 Years of Age.

REA borrowers which have not already done so should immediately request the deferment of all essential project personnel in the 18-29 age bracket by furnishing to the WPB District Manager in the area in which its employees are located the following information: (The various WPB District Offices are set forth in Reference List No. 6 on page 65 of the Manual.) (802)

(a) A list (see form of application to be used in presenting the list to WPB set out in Reference List No. 27 on page 128.9 of the Manual) in triplicate of all men currently in its employ who were, on January 1, 1945, in the age group 18 through 29, and who, on that date, were classified as 2-A or 2-B but do not include those who were classified as 2-A(F), 2-A(L), 2-B(F) or 2-B(L). This list must be arranged in the order of importance of each man to the borrower's operation or maintenance, the most essential, indispensable, irreplaceable man coming first on the list and the rest listed in descending order of importance, and should indicate the men for whom deferment is now requested. (803)

(b) Two sets (three copies of each set) of Form 42A (Special - Revised) must be submitted for each man for whom the borrowers wish to obtain a deferment. Copies of this form can be obtained from any local Selective Service Board. (804)

In addition to the data submitted to the WLB District Office, each REA borrower must, at the same time, send a telegram to the Director, Office of War Utilities, War Production Board, Washington 25, D. C., (805)

(805) giving the following information:

(a) Total number of employees currently employed who were, on January 1, 1945, in the age group 18 through 29 and who were on that date classified as 2-A or 2-B. (This number should, of course, be the same as the number appearing on the list submitted to the WPB District Office.)

(b) The number for whom deferment is now requested. (This number should, of course, be the same as that appearing on the list sent to the WPB District Office.)

(806) The WPB District Manager will certify his determination of the applicant's deferment to the registrant's Local Selective Service Board on Form 42-A (Special-Revised) in accordance with the following criteria:

(1) He must be doing work that is indispensable in the borrower's operations in the generation, transmission or distribution of electric power which is an activity that is included within the War Manpower Commission's List of Essential Activities. See Reference List No. 25 on page 128 of the Manual.

(2) No such indispensable employee can be certified for deferment if he can be replaced by a worker doing less essential work within the plant or establishment, or by recruitment from without.

(3) Any indispensable man shall be considered as replaceable if a recruit or transferee is available and can be qualified to perform his work by three months of intensive training.

(4) Men engaged in planning, research, development or production for post war purposes shall not be certified for deferment.

(807) IMPORTANT: The WPB District Office will be able to certify only a very small percentage of the total names submitted by REA borrowers and all utilities. Each request for WPB certification will be considered separately by the Committee on Certification of Deferment Requests. The WPB District Manager will forward to the registrant's local board on Form 42-A (Special-Revised) which he certifies. He will return to the employer all sets of Forms 42-A (Special-Revised) which he does not certify.

(808) REA borrowers may file directly Form 42-A (Special-Revised) with Local Boards which do not bear the WPB District Manager's certification either because such certification has been denied, or because the employee does not come under the jurisdiction of one of the certifying agencies. (For example, an engineer whose certification for deferment would have to be considered by the National Roster of Scientific and Specialized Personnel.) Registrants for whom such uncertified forms are filed will be considered for occupational deferment only if the Local Board or the Board of Appeals determines that the registrant is "necessary to and regularly engaged in" and is indispensable and irreplaceable in an activity in war production or in support of the national health, safety or interest. The opportunity of Local Board to permit additional deferment to those certified by an appropriate government agency will, of course, be limited by the requirements of the armed forces.

Deferment of Project Personnel 30 through 33 Years of Age.

The requirements for the deferment of employees in the age bracket 30 through 33 have been increased. To be eligible for deferment in this age group, an employee must:

- (1) Be "necessary to and regularly engaged in" an activity in war production or in support of the national health, safety or interest; or
- (2) Be disqualified for any military service or be qualified for limited military service only and be "regularly engaged in" an activity in support of the national health, safety or interest.

If all other factors are equal, a father should be given greater consideration for occupational deferment than a non-father in this age group. (810)

The term "father" includes only a person who was married prior to December 8, 1941, who has maintained a bona fide family relationship with his family since that date, and who has a "child". (811)

The term "child" means a legitimate child born prior to September 15, 1942, a stepchild, adopted child, foster child, or a person who is in the relationship of a child to the registrant, who became such prior to September 15, 1941, who is less than 18 years of age, or who by reason of mental or physical defects is incapable of self support, who is unmarried, and with whom the registrant has maintained a bona fide family relationship in their home since December 7, 1941, or since the date of birth if such date is later than December 7, 1941. (812)

REA borrowers requesting the deferment of employees in the age bracket 30 through 33 should file Form 42-A with the registrant's Local Board. (813)

Deferment of Project Personnel 34 through 37 Years of Age.

The requirements for the deferment of employees in the age bracket 34 through 37 have not been changed and any employee is eligible for deferment on the basis of being "regularly engaged in" an activity in war production or in support of the national health, safety or interest. (814)

REA borrowers requesting the deferment of employees in the age bracket 34 through 37 should file Form 42-A with the registrant's Local Board. (815)

Pertinent Data to be Submitted with Requests for Deferment

In filling out the appropriate forms for deferment, it is to the best interest of REA borrowers to give full and detailed information. Unless such information is provided, the possibility of favorable action is seriously reduced. The following suggests the type of information which is pertinent: (816)

- (1) What is the exact nature of the employee's duties and particularly his individual responsibility?

- (816) (2) What is the degree of training, skill and experience required for this registrant's replacement, including such factors as the necessary periods of schooling, shop training, or apprenticeship?
- (3) What efforts have been made to obtain acceptable replacements or trainees through the U.S. Employment Service, other employment agencies, or other recruitment activities of the employer?
- (4) What definite steps have been taken to train replacements for this individual registrant?
- (5) What steps have been taken to see that every other man in the Cooperative has been upgraded to the fullest extent and that no other man is qualified for the job in question?
- (6) What action has been taken to break down the duties of the registrant's job so that less skilled workers can take over?
- (7) What is the exact relation between the registrant's duties and particular essential or critical activities of the employer?
- (8) Will the loss of this registrant directly affect essential or critical generation, transmission or distribution of electric energy and to what extent?
- (9) What other persons or processes in the Cooperative are directly dependent on the continued services of the registrant?

- (817) In the case of technical, scientific and research personnel a full explanation of how the registrant exercises his professional training and independent judgment.

B. REQUESTS FOR DEFERMENTS

- (818) The Rural Electrification Administration feels that REA borrowers should not request deferment from Selective Service or WPB for any project personnel except in cases of absolute necessity. In such cases, the period of deferment requested should be no longer than that required to obtain and train a replacement.

C. APPEALS

- (819) Although every possible effort should be made to present all pertinent facts in the initial stages of the Selective Service procedures, it may be necessary to appeal the action of the Local Board. Where the request for occupational deferment is denied, the registrant, any person who claims to be a dependent of the registrant, or any person, including an REA borrower, who has filed written evidence of the occupational necessity of the registrant may take an appeal at any time within ten (10) days after the date the Local Board mails to the registrant a Notice of Classification (Form 57). Failure to exercise this appeal right within the 10-day period constitutes a waiver. Such appeals are filed by the employer with the registrant's Local Board, which in turn forwards the case to the Board of Appeals in the area in which the principal place of employment of the registrant is located. Any

registrant is entitled to request a personal hearing before the Local Board if he so desires and if it is felt that the written evidence before the Board may not be complete. (819)

Attached to each Local Board is a governmental Appeal Agent whose duties are to appeal from any classification of the Local Board which, in his opinion, should be reviewed by the Board of Appeal, and to suggest to the Local Board a reopening of any case where the interests of justice require. It may be helpful for employers, including REA borrowers, to consult the Appeal Agent in preparing an appeal. (820)

In the event the Appeal Board affirms the Local Board decision, but the vote of the Appeal Board is not unanimous, and the employer is convinced that grounds exist for further consideration, the employer may appeal to the President. If the decision of the Appeal Board is unanimous, the case may be brought to the State Director of Selective Service by the employer with a request for review to determine whether the case should be reopened by the Local Board for reconsideration, or whether appeal to the President by the State Director is warranted. Occupational advisers attached to each State Director's headquarters are available to review occupational cases and advise registrants and employers of their rights as well as their responsibilities. (821)

In the event the State Director declines either to request the Local Board to reconsider or to take a Presidential appeal and the employer has reason to believe the case has not received thorough consideration by the Local and State Selective Service Agencies, then he may send the case to the Director of Selective Service, Major General Lewis B. Hershey, 21st & C Streets, N.W., Washington, 25, D.C., with a request for review, but only after all other procedures have been exhausted. If the assistance of the War Production Board is desired, a copy of the material in the case should be sent to the Office of War Utilities or to the Office of Manpower Requirements. In all such cases, prompt action is necessary and the following information must be supplied: (822)

- (1) Employee's Selective Service classification, date of such classification, previous occupational classification, if any, age, and marital status.
- (2) Date of appeal and the vote, split or unanimous, of the Appeal Board.
- (3) Employee's occupation and detailed description of his duties, including skills and previous training.
- (4) The date of induction, if order to report has been issued.
- (5) The date of referral to the State Director and his decision, if any.
- (6) Complete explanation of employer's efforts to train, upgrade or obtain a replacement. It is the employer's responsibility to replace men liable for military service under the law.

Selective Service regulations provide that a registrant may not be (823)

- (823) inducted if an appeal is filed during the 10-day period allowed for appeal of his classification, or during the time such appeal is under consideration.

D. SEASONAL DEFERMENT

- (824) A registrant engaged in a seasonal occupation who is qualified for occupational deferment shall be continued therein, even though he moves from one locality to another for purpose of following local seasons, provided that during the off season he engages in an activity in war production or in support of the national health, safety or interest, and provided further that upon the reopening of the season he returns to his seasonal occupation.

E. PROJECT PERSONNEL WHO LEAVE EMPLOYMENT FOR WHICH THEY ARE DEFERRED

- (825) Effective December 12, 1944, all registrants including REA employees who voluntarily leave the employment for which they were deferred shall be reclassified into Class I-A unless before leaving such employment they request a determination from their Local Board and a determination is made (1) that it is in the best interest of the war effort for him to leave such employment for other work, or (2) that there are adequate reasons involving the registrant or his family which justify the registrant in leaving such employment.

F. REINSTATEMENT

- (826) In obtaining replacements for personnel who have been inducted, REA borrowers should bear in mind that the Selective Training and Service Act provides for an employee's obtaining his former position after his period of service is over. When an inducted employee received his honorable discharge at the completion of his period of service, if he is still qualified to perform the duties of his former position and makes application for reemployment within 90 days after his release, the employer is required to restore such employee to his former position, to a position of like seniority, status, and pay, unless the employer's circumstances have so changed as to make it impossible or unreasonable to do so. Upon restoration to the old position, the employee may not be discharged, without cause, for the period of one year.

G. PENALTIES

- (827) In the event of failure or refusal to comply with the provisions requiring reinstatement for the period of one year, the District Courts of the United States are authorized to specifically require the employer to comply with these provisions and also to compensate the employee "for any loss of wages or benefits suffered", by reason of the employer's unlawful action. The employee may call upon the United States District Attorney to act on his behalf.

REFERENCE LIST NO. 20OFFICES OF THE WAGE AND HOUR DIVISION
DEPARTMENT OF LABOR

Regional Offices are indicated (R), Branch Offices are indicated (B)
and Field Offices are indicated (F).

		<u>States Included</u>
Old South Bldg. 294 Washington Street Boston 8, Mass. (R)	Wentworth Building 1044 Chapel Street New Haven 10, Conn. (F)	Massachusetts, Vermont, Connecticut, New Hampshire, Maine and Rhode Island
501 Federal Bldg. Worcester 6, Mass. (F)	207 Post Office Bldg. Manchester, N. H. (F)	
332 Federal Bldg. Springfield 3, Mass. (F)	309 Federal Bldg. Portland 3, Me. (F)	
308 Post Office Bldg. Rutland, Vt. (F)	208 Custom House Bldg. Weybosset St. Providence 3, R. I. (F)	
<hr/>		
Parcel Post Bldg. 341 Ninth Avenue New York 1, N.Y. (R)	17 Court Street Bldg. 17 Court Street Buffalo 2, N. Y. (F)	New York and New Jersey
Essex Bldg. 31 Clinton Street Newark 2, N. J. (B)	504 Exchange Bldg. 16 State Street Rochester 4, N. Y. (F)	
304 State Tower Bldg. Syracuse 2, N. Y. (B)	Broadway-Stevens Bldg. 300 Broadway Camden 3, N. J. (F)	
Home Savings Bank Bldg. 11 N. Pearl St. Albany, N. Y. (F)		
<hr/>		
1216 Widener Bldg. Chestnut & Juniper Sts. Philadelphia 7, Pa. (R)	Clark Bldg. Liberty Ave. & 7th St. Pittsburgh 22, Pa. (B)	Pennsylvania
128 Post Office Bldg. Erie, Pa. (F)		
<hr/>		
215 Richmond Trust Bldg. 627 East Main Street Richmond, Va. (R)	805 Peoples Bldg. Charleston 1, W. Va. (F)	Virginia and West Virginia

Salisbury & Edenton Sts.	408 Old Town Bank Bldg.	North Carolina,
Raleigh, N. C (F)	Fallsway & Gay Sts.	Maryland and
	Baltimore 2, Md. (B)	District of Columbia

4050 New Municipal Center Bldg.
Washington 1, D. C. (F)

Carl Witt Bldg.	Federal Land Bk. Bldg.	Georgia, Florida
249 Peachtree St., N.E.	Hampton & Marion Sts.	and South Carolina
Atlanta 3, Ga. (R)	Columbia 29, S.C. (B)	

456 New Post Office Bldg.
Jacksonville 1, Fla. (B)

1007 Comer Bldg.	916 Richards Bldg.	Alabama, Louisiana
2d Ave. & 21st St.	837 Gravier St.	and Mississippi
Birmingham 3, Ala. (R)	New Orleans 12, La. (B)	

1908 Comer Bldg.	405 Deposit Guaranty Bk. Bldg.
2d Ave. & 21st St.	102 N. Lamar Street
Birmingham 3, Ala. (B)	Jackson 14, Miss. (B)

509 Medical Arts Bldg.	430 Dermon Bldg.	Tennessee and
119 Seventh Ave.	Memphis 3, Tenn. (F)	Kentucky
Nashville 3, Tenn. (R)		

Post Office Bldg.	609 Republic Bldg.
Knoxville 1, Tenn. (F)	Louisville 2, Ky. (F)

901 Volunteer State Life Bldg.
Chattanooga 2, Tenn.

4094 Main Post Office	8 Old Federal Bldg.	Ohio and Michigan
W. 3rd & Prospect Ave.	Toledo 4, Ohio (F)	
Cleveland 13, Ohio (R)		

1312 Traction Bldg.	1200 Francis Palms Bldg.
5th & Walnut Sts.	2111 Woodward Ave.
Cincinnati 2, Ohio (B)	Detroit 1, Mich. (B)

414 Old Federal Bldg.	325 Federal Bldg.
Columbus 15, Ohio (F)	Marquette, Mich. (F)

414 New Federal Bldg.	1208 Peoples Bank Bldg.
Columbus 15, Ohio (F)	60 Monroe Ave.
	Grand Rapids, Mich. (F)

1200 Merchandise Mart 108 E. Washington St. Illinois, Indiana
222 West North Bank Dr. Indianapolis 4, Ind. (F) and Wisconsin
Chicago 54, Ill. (R)

51 Post Office Bldg. 303 Post Office Bldg.
Peoria 2, Ill. (F) Madison 3, Wis. (F)

9 New City Hall 450 Federal Bldg.
Centralia, Ill. (F) Milwaukee 2, Wis. (F)

406 Pence Bldg. 206 Lewisohn Bldg.
730 Hennepin Ave. S.E. Corner Grant & Hamilton Sts.
Minneapolis 3, Minn. (R) Butte, Mont. (F) Minnesota, Montana and
137 State Office Bldg. 306 First Nat'l Bank Bldg. North Dakota
St. Paul 1, Minn. Fargo, N. D. (F)

Fidelity Bldg. 214 Post Office Bldg. Missouri, Colorado,
911 Walnut St. Omaha 2, Neb. (F) Nebraska, Kansas
Kansas City 6, Mo. (R) and Iowa

316 Old Federal Bldg. 602 Schwieter Bldg.
815 Olive St. Douglas & Main Sts.
St. Louis 1, Mo. (B) Wichita 2, Kans. (F)

300 Chamber of Commerce Bldg.
1726 Champa St. 413 Old Federal Bldg.
Denver 2, Colo. (B) Des Moines 9, Iowa (F)

207 U.S. Post Office 511 Federal Bldg. Arkansas, Oklahoma,
North Little Rock, Ark. (F) San Antonio 5, Tex. (F) New Mexico and
Texas

1004 Petroleum Bldg. Rio Grande National Bldg.
2d & Robinson Sts. 1100 Main Street
Oklahoma City 2, Okla. (F) Dallas 2, Texas (R)

Nat. Mutual Casualty Bldg. 616 Federal Bldg.
619 S. Main St. Houston 14, Texas (F)
Tulsa 3, Okla. (F)

11 Gas & Electric Bldg. 308A U.S. Court House
418 West Central Ave. Fort Worth 2, Texas (F)
Albuquerque, N. Mex. (F)

500 Humboldt Bank Bldg. 623 Broadway Bldg. California and
785 Market St. Broadway, 14th & San Pablo Ave. Arizona
San Francisco 3, Calif. (R) Oakland 12, Calif. (F)

417 H.W. Hellman Bldg. 200 U. S. Court House
Spring & 4th Sts. Phoenix, Arizona (F)
Los Angeles 13, Calif. (B)

404 Federal Bldg.

Boise, Idaho (F)

705 Hutton Bldg.

South & Washington St.

Spokane 8, Wash. (F)

Idaho, Oregon,

Utah, Washington,

Nevada, Alaska

and Hawaii

U.S.E.S. Office 150 North Virginia St.

1133 S. Williamette St. Reno, Nevada (F)

Eugene, Ore. (F)

208 Old U.S. Court House 411 Territorial P.O. Bldg.

Portland 4, Ore. (B) Juneau, Alaska (F)

211 Boston Bldg.

345 Federal Bldg.

Salt Lake City 1, Utah (F) Honolulu, Hawaii (F)

305 Post Office Bldg.

3rd & Union Sts.

Seattle 11, Wash. (B)

REFERENCE LIST NO. 21

OFFICES OF THE NATIONAL WAR LABOR BOARD

209 Washington Street
Boston 8, Mass.

220 E. 42nd St.
New York 17, N.Y.

Stephen Girard Bldg.
21 S. 12th St.
Philadelphia 7, Pa.

P. O. Box 1322
Atlanta 1, Ga.

Guardian Bldg.
629 Euclid Ave.
Cleveland 1, Ohio

McCormick Bldg.
332 S. Michigan Ave.
Chicago 4, Ill.

1100 Fidelity Bldg.
911 Walnut St.
Kansas City 6, Mo.

P. O. Box 5281
Mercantile Bank Bldg.
Dallas 2, Tex.

300 Paramount Bldg.
Denver 2, Colo.

1355 Market Street
San Francisco 3, Calif.

Room 230
Penobscot Bldg.
Detroit 26, Mich.

1411 4th Ave.
Seattle 1, Wash.

Territorial War Labor Board
Building "E"
Iolani Palace Grounds
Honolulu, T. H.

States Included

Me., N.H., Vt., Mass., R.I., and
Conn.

N. Y. and northern N. J.

Pa., Del., Md., Southern N.J.,
and District of Columbia

Ga., Va., N.C., S.C., Fla.,
Tenn., Ala., and Miss.

Ohio, W. Va., and Ky.

Ind., Ill., Wis., Minn., N.Dak.,
and S.Dak.

Iowa, Mo., Ark., Neb., and Kans.

Tex., La., and Okla.

Colo., N.Mex., Mont., Wyo.,
Utah and Idaho

Calif., Nev., and Ariz.

Mich.

Wash., Ore., and Alaska

Hawaii

REFERENCE LIST NO. 22

OFFICE OF THE SALARY STABILIZATION UNIT OF THE COLLECTOR
OF INTERNAL REVENUE

States Included

Room 1102, 44 School St. Boston 8, Mass	Me., N.H., Mass., R.I., Vt., and Conn.
253 Broadway New York 7, N. Y.	N.Y., and the Fifth Collection Dist. of N. J.
Suite 1313, Market Street National Bank Bldg. Philadelphia 7, Pa.	Pa., and the First Collection Dist. of N. J.
Room 2529, Internal Revenue Bldg. 12th & Constitution Ave. Washington 25, D. C.	Del., Md., Va., W.Va., and N.C., Dist. of Columbia and Puerto Rico
813 Williamson Bldg. 215 Euclid Ave. Cleveland 14, Ohio	Ohio and Ky.
Penobscot Bldg. 645 Griswold St. Detroit 26, Mich.	Mich.
Utilities Bldg. 327 South LaSalle St. Chicago 4, Ill.	Ill., Wis., Minn., N.Dak., S.Dak., and Ind.
610 R.A. Long Bldg. 928 Grand Ave. Kansas City 6, Mo.	Mo., Iowa, Neb., Kansas and Colo.
701 Cotton Exchange Bldg. 608 North St. Paul St. Dallas 1, Tex.	Ark., Okla., Miss., La., Tex., and N. Mex.
Room 312, Smith Tower Annex 157 Yesler Way Seattle 4, Wash.	Wash., Ore., Idaho, Mont., Wyo., and Alaska
Room 204 Balboa Bldg. 593 Market St. San Francisco 5, Calif.	Nev., Utah, Hawaii, and the First Collection Dist. of Calif.
Suite 902, Subway Terminal Bldg. 417 South Hill St. Los Angeles 13, Calif.	Ariz., and the Sixth Collection Dist. of Calif.

States Included

Room 717 Wm. Oliver Bldg.
32 Peachtree St., N.W.
Atlanta 3, Ga.

S.C., Ga., Fla., Ala., and Tenn.

Room 101 Federal Bldg.
Honolulu 9, T. H.

Hawaii

REFERENCE LIST NO. 23

LABOR SHORTAGE AREAS AND
AREAS ON 48-HOUR WEEK

The following appendix lists the labor areas classified by the War Manpower Commission as labor shortage areas as of January 1, 1945. Group I includes areas in which there is a current acute labor shortage and Group II includes areas of labor stringency and those in which a labor shortage is anticipated within six months. Where an area is starred (*) the area is under regulations requiring a 48-hour week. In some cases an area includes two or three cities. If the entire group is starred but only one city is underlined, only the underlined city is under the 48-hour week requirement. The areas listed under "48-Hour Group" are those which are not included in either Group I or Group II, but are nevertheless subject to the 48-hour week regulation.

See Reference List No. 24 for the addresses of the Regional Offices of the War Manpower Commission.

REGION I

<u>States</u>	<u>Group I</u>	<u>Group II</u>	<u>48-Hour Group</u>
Maine		*Bath, Maine	
New Hampshire		*Biddeford- Sanford, Maine	*Newport, R.I. *Portland, Me.
Vermont	*New Bedford, Mass.		
Connecticut	*New Britain-Bristol, Conn.	*Boston-Quincy- Hingham, Mass.	
Rhode Island		*Bridgeport, Conn.	
Massachusetts	*Waterbury, Conn.	Claremont, N.H.- Springfield, Vt.	
		Fitchburg, Mass.	
		*Hartford, Conn.	
		Lewiston, Maine	
		Manchester, N.H.	
		*Meriden, Conn.	
		New Haven, Conn.	
		New London-Groton, Conn.	
		*Portsmouth, N.H.	
		Providence-Pawtucket- Woonsocket, R.I.	
		*Springfield, Holyoke- Northampton, Mass.	
		Torrington, Conn.	

REGION II

<u>States</u>	<u>Group I</u>	<u>Group II</u>	<u>48-Hour Group</u>
New York	*Buffalo-Niagara Falls, Albany-Schenectady N.Y.	*Troy, N.Y.	*Utica-Rome, N.Y.
		*Auburn, N.Y.	
		*Geneva, N.Y.	
		*Messena, N.Y.	
		*Rochester, N.Y.	
		Syracuse, N.Y.	

REGION III

Pennsylvania	*Morristown, N.J.	*Allentown, Pa.
Delaware	*Newark, N.J.	*Bridgeton, N.J.
New Jersey	*Paterson, N.J.	*Chambersburg, Pa.
	*Perth Amboy, N.J.	Erie, Pa.
	*Plainfield-Somerville, N.J.	Harrisburg, Pa.
	*Philadelphia, Pa.	Long Branch, N.J.
		Lancaster, Pa.
		New Castle, Pa.
		Pittsburgh, Pa.
		Reading-Pottstown, Pa.
		*Trenton, N.J.
		*Wilmington, Del.
		York, Pa.

REGION IV

Maryland	*Baltimore, Md.	Asheville, N.C.	*Burlington, N.C.
Virginia	*Elkton, Md.	*Charlotte, N.C.	
West Virginia	*Hampton Roads, Va.	*Elizabeth City, N.C.	
North Carolina	*Richmond, Va.	*Front Royal-Winchester, Va.	*Spruce Pine, N.C.
District of Columbia	*Petersburg, Va.	*Radford-Pulaski, Va.	
	*Washington, D.C.	*Wilmington, N.C.	
	*New Bern, N.C.	Winston-Salem-Greensboro, N. C.	

REGION V

Ohio		*Adrian, Mich.	*Cincinnati, Ohio
Michigan	*Akron, Ohio	*Battle Creek, Mich.	
Kentucky	*Benton Harbor, Mich.	*Columbus, Ohio	*Newmark, Ohio
	*Canton-Massillon-Alliance, Ohio	*Dayton-Springfield, Ohio	*Niles, Mich.
	*Cleveland, Ohio	Flint, Mich.	*St. Joseph, Mich.
	*Detroit, Mich.		*Salem, Ohio
	*Fostoria-Findlay-Tiffin, Ohio	*Kalamazoo, Mich.	*Sidney-Piqua, Ohio
	*Fremont-Port Clinton, Ohio	*Lansing, Mich.	
		*Lorain-Elyria, Ohio	
		*Louisville, Ky.	

<u>States</u>	<u>Group I</u>	<u>Group II</u>	<u>48-Hour Group</u>
	Grand Rapids, Mich.	*Mansfield, Ohio,	
	Jackson, Mich.	*Marion, Ohio	
	*Lima, Ohio	*Monroe, Mich.	
	*Muskegon, Mich.	*Owosso, Mich.	
	*Pontiac, Mich.	*Piqua-Sidney-Troy,	
	*Sandusky, Ohio	Ohio	
	*Toledo, Ohio	*Port Huron, Mich.	
	*Younstown-Warren-	*Saginaw-Bay City,	
	Sharon, Ohio-Pa.	*Zanesville, Ohio	

REGION VI

Indiana	*Anderson, Ind.	Appleton, Wis.	*Evansville,
Illinois	*Aurora-Elgin, Ill.	*Beloit-Janesville,	Ind.
Wisconsin	*Chicago, Ill.	Wis.	*Connersville,
	*Chicago Heights-	Eau Claire, Wis.	Ind.
	Harvey, Ill.	Fond du Lac, Wis.	*Elkhart, Ind.
	*DeKalb, Ill.	*Kenosha, Wis.	*Lafayette, Ind.
	*Fort Wayne, Ind.	*Kokomo, Ind.	*Manitowoc, Wis.
	*Freeport, Ill.	LaCrosse, Wis.	*Moline, Ill.
	*Gary-Hammond-S.	Lafayette, Ind.	*Shelbyville,
	Ind.-Ill.	*Milwaukee, Wis.	Ill.
	*Indianapolis, Ind.	*Newcastle, Ind.	
	*Joliet, Ill.	Oshkosh, Wis.	
	*Logansport, Ind.	*Racine, Wis.	
	*Madison-Merrimac,	*Richmond, Ind.	
	Wis.	Sheboygan, Wis.	
	*Marion, Ind.	*Sturgeon Bay, Wis.	
	*Michigan City-	Terre Haute, Ind.	
	LaPorte, Ind.	Wausau, Wis.	
	*Muncie, Ind.	*Galesburg, Ill.	
	Peoria, Ill.		
	Quad Cities, Ill.		
	Rockford, Ill.		
	*South Bend, Ind.		
	*Springfield-Decatur,		
	Ill.		
	*Sterling, Ill.		
	*Waukegan, Ill.		

REGION VII

Alabama	*Charleston, S.C.	Jackson, Miss.	*Biloxi-Gulfport,
Florida	*Columbus, Ga.	*Panama City, Fla.	Miss.
Georgia	*Knoxville, Tenn.	*Pascagoula, Miss.	*Brunswick, Ga.
Mississippi	*Macon, Ga.	Rome, Ga.	*Spartanburg,
South Carolina	*Mobile, Ala.	*Savannah, Ga.	S. C.
Tennessee		Talladega, Ala.	
		Tuscaloosa, Ala.	
		Tampa, Fla.	
		Vicksburg, Miss.	
		*Pensacola, Fla.	

States Group I Group II 48-Hour Group

REGION VIII

Minnesota	*Cedar Rapids, Ia.	Burlington, Ia.	*Davenport, Ia.
Iowa	*Clinton, Iowa	Des Moines, Ia.	*Newton, Ia.
North Dakota	Minneapolis-St. Paul,		
South Dakota	Minn.	Grand Island, Nebr.	
Nebraska		*Hastings, Nebr.	
		Lincoln, Nebr.	
		Omaha, Nebr.-	
		Council Bluff, Ia.	
		Sioux Falls, S.D.	
		Waterloo, Ia.	

REGION IX

Missouri		*Oklahoma City,
Arkansas		Okla.
Kansas		*Pine Bluff, Ark.
Oklahoma		*Wichita, Kans.

REGION X

Texas	Borger, Texas	Amarillo, Texas	
Louisiana		*Beaumont, Texas	
New Mexico		Ft. Worth, Texas	*Galveston,
		Shreveport, La.	Texas
			*New Orleans, La.

REGION XI

Montana	*Cheyenne, Wyo.	Denver, Colo.	
Wyoming	*Ogden, Utah	*Great Falls, Mont.	*Butte, Mont.
Idaho	*Toccole, Utah	*Pocatello, Idaho	
Utah	*Salt Lake City, Utah	*Provo, Utah	
Colorado		Pueblo, Colo.	

REGION XII

California	*Los Angeles, Calif.	Bakersfield, Calif.	*Eureka, Calif.
Arizona	*Portland, Ore.-	*Everett, Wash.	
Oregon	Vancouver, Wash.-	*Las Vegas, Nev.	
Washington	*San Diego, Calif.	Phoenix, Ariz.	
Nevada	*San Francisco-Bay,	*Reno, Nev.	
Alaska	Calif.	*San Bernardino-	
	*Santa Ana, Calif.	Riverside, Calif.	
	*Seattle-Bremerton,	San Jose, Calif.	
	Wash.	Spokane, Wash.	
	Tacoma, Wash.	*Stockton, Calif.	
		Ventura-Oxnard, Calif.	

REFERENCE LIST NO. 24
AREAS ON 48-HOUR WEEK AND
REGIONAL OFFICES OF WAR MANPOWER COMMISSION

REGION I

<u>States</u>	<u>Areas Covered</u>	<u>Address Reg. Office</u>
<u>Conn.:</u>	Bridgeport, Hartford, Meriden, New Britain-Bristol, Waterbury	55 Tremont Street, Boston 8, Mass.
<u>Maine:</u>	Bath, Biddeford-Sanford, Portland	
<u>Mass.:</u>	Boston, New Bedford, Springfield- Holyoke-Northampton, Fitchburg	
<u>N. H.:</u>	Portsmouth	
<u>R. I.:</u>	Newport, Providence, Westerly	
<u>Vt.:</u>		

REGION 2

<u>N. Y.:</u>	Auburn, Buffalo-Niagara Falls, Massena, Rochester, Unitas-Rome	11 W. 42nd Street, New York 18, N. Y.
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REGION 3

<u>Del.:</u>	Wilmington	Stephen Girard Bldg., 21 South Twelfth St., Philadelphia 7, Pa.
<u>N. J.:</u>	Bridgeton, Morristown, Newark- Jersey City, Plainfield, Camden, Trenton, Patterson, Perth Amboy	
<u>Pa.:</u>	Allentown, Chambersburg, Philadelphia	

REGION 4

<u>D. C.:</u>	Washington	1025 Vermont Ave., NW Washington 25, D. C.
<u>Md.:</u>	Baltimore, Elkton	
<u>N.C.:</u>	Burlington, Elizabeth City, New Bern, Spruce Pine, Charlotte, Wilmington	
<u>Va.:</u>	Hampton Roads, Petersburg	
<u>W. Va.:</u>	Front Royal-Winchester, Richmond, Redford-Pulaski	

REGION 5

Ky.: Louisville 681 Union Commerce
Bldg., Euclid & E.
9th St., Cleveland
14, Ohio

Mich.: Adrian, Battle Creek, Benton
Harbor, Detroit, Flint, Kalamazoo,
Lansing, Monroe, Muskegon, Niles,
Owasso, Pontiac, Saginaw-Bay City-
Midland, Port Huron, St. Joseph

Ohio.: Akron, Canton, Cleveland, Columbus,
Dayton-Springfield, Freemont-Port
Clinton, Lima, Lorain-Elyria,
Mansfield, Marion, Neward, Sidney-
Piqua-Troy, Toledo, Cincinnati,
Fostoria-Finlay-Tiffin, Salem,
Sandusky, Youngstown, Warren-Niles,
Zanesville

Ohio.-Pa.: Youngstown-Warren-Sharon

REGION 6

Ill.: Aurora-Elgin, Chicago, Chicago Heights-Harvey, DeKalb, Freeport,
Springfield-Decatur, Joliet,
Kankakee, LaSalle-Ottawa, Moline,
Rockford, Shelbyville, Sterling,
Waukegan

Ind.-Ill.: Gary-Hammond-South Chicago

Ind.: Anderson, Connersville, Elkhart, Evansville
Fort Wayne, Indianapolis, Kokomo, Lafayette
Logansport, Marion, Michigan City-LaPorte,
Muncie, New Castle, Richmond, South Bend

Wis.: Kenosha, Madison, Manitowoc, Milwaukee,
Racine, Sturgeon Bay

REGION 7

Ala.: Mobile 157 Peachtree St.,
NE Atlanta 3, Ga.

Fla.: Jacksonville, Panama City-Pensacola,
Tampa

Ga.: Brunswick, Columbus, Macon, Savannah

Miss.: Biloxi-Gulfport, Pascagoula

S. C.: Charleston, Spartansburg,

Tenn.: Knoxville

REGION 8

<u>Iowa:</u>	Cedar Rapids, Clinton, Davenport, Newton	500 Midland Bank Bldg. Minneapolis 1, Minn.
<u>Minn.:</u>	Minneapolis-St. Paul	
<u>Nebr.:</u>	Hastings	
<u>N. Dak.:</u>		
<u>S. Dak.:</u>		

REGION 9

<u>Ark.:</u>	Pine Bluff	911 Walnut Street Kansas City 6, Mo.
<u>Kans.:</u>	Wichita	
<u>Mo.:</u>		
<u>Okla.:</u>	Oklahoma City	

REGION 10

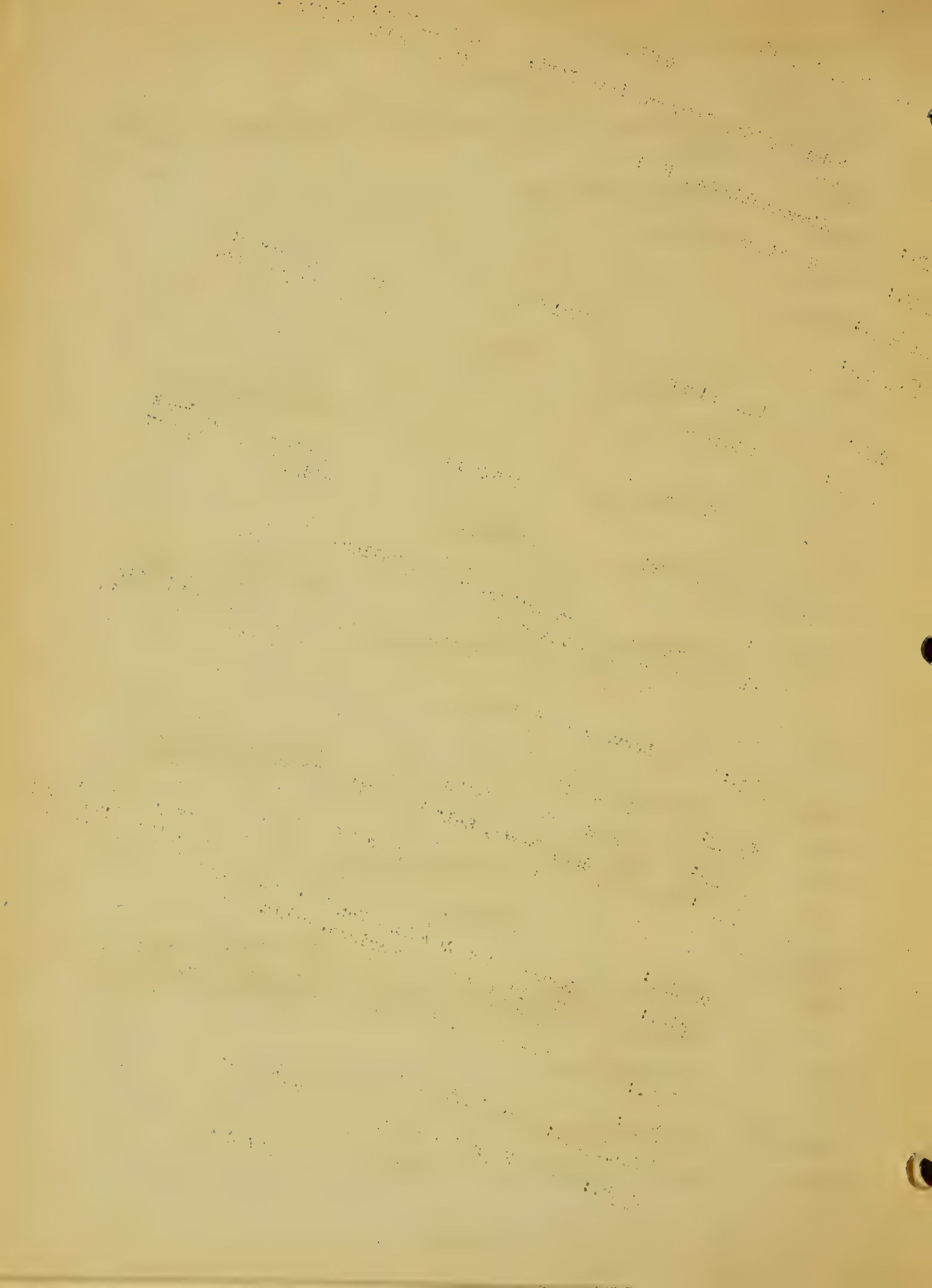
<u>La.:</u>	New Orleans	New Mercantile Bank Bldg., Dallas 1, Texas
<u>N. Mex.:</u>		
<u>Texas.:</u>	Beaumont-Port Arthur-Orange, Dallas, Galveston, Texarkana	

REGION 11

<u>Colo.:</u>	Denver, Pueblo	221 Equitable Bldg. Denver 2, Colorado
<u>Idaho:</u>	Pocatello	
<u>Mont.:</u>	Butte, Great Falls	
<u>Utah:</u>	Ogden, Provo, Salt Lake City, Tooele Cheyenne	

REGION 12

<u>Alaska:</u>		1355 Market Street Furniture Mart Bldg. San Francisco 3, Calif.
<u>Ariz.:</u>	Eureka, Los Angeles, San Bernardino, San Diego, San Francisco, Santa Ana, Stockton,	
<u>Nev.:</u>	Las Vegas, Reno	
<u>Ore.:</u>		
<u>Ore.-Wash.:</u>	Portland-Vancouver	
<u>Wash.:</u>	Everett, Seattle-Tacoma-Bremerton	



REFERENCE LIST NO. 25LIST OF ESSENTIAL ACTIVITIES

The Office of War Mobilization and Reconversion has furnished the Selective Service System with the War Manpower Commission's List of Essential Activities. The list has been revised to specify those activities that are most critical to the war program at this time. The critical activities are set forth in the list in capital letters. The List of Essential Activities should be used by the agencies of the Selective Service System as a guide in occupational classification matters along with other available information, but the fact that a registrant's activity is not listed on the List of Essential Activities does not preclude consideration for occupational deferment if the local board, upon its own knowledge, determines that the activity in which the registrant is engaged qualifies him for occupational deferment under the policies and procedures prescribed for registrants in his age group.

With one exception, no attempt has been made to indicate the relative importance of different occupations in these activities. ALL TECHNICAL, SCIENTIFIC and RESERARCH PERSONNEL engaged in any of the activities listed below, whether or not the activity appears in capital letters or regular type, are regarded as being engaged in critical activities.

Some activities included in this list are limited to the production of essential products, as for example, in Group 13 only the production of metal shapes and forgings for essential products are included. When such limitations are indicated, essential products refer only to those included in this list.

1. PRODUCTION OF AIRCRAFT AND PARTS.--PRODUCTION, MAINTENANCE, AND REPAIR OF AIRCRAFT, GLIDERS, PARACHUTES, DIRIGIBLES, BALOONS, AIRCRAFT ENGINES, AIRCRAFT PARTS, PONTOONS, PROPELLERS, AND SIMILAR PRODUCTS.
2. PRODUCTION OF SHIPS, BOATS, AND PARTS.-- PRODUCTION, MAINTENANCE, AND REPAIR OF SHIPS, BOATS, SHIP AND BOAT PARTS, AND EQUIPMENT.
3. PRODUCTION OF ORDNANCE AND ACCESSORIES.--PRODUCTION, MAINTENANCE, AND REPAIR OF FIREARMS, GUNS, HOWITZERS, MORTARS, GUN TURRETS AND MOUNTS, TANKS, SIGHTING AND FIRE-CONTROL EQUIPMENT, TORPEDO TUBES, AND SIMILAR PRODUCTS.
4. PRODUCTION OF AMMUNITION.--PRODUCTION OF BOMBS, MINES, TORPEDOES, GRENADES, CHEMICAL WARFARE PROJECTILES, SMALL ARMS, ROCKETS, EXPLOSIVES, FUSES, PYROTECHNICS, AS WELL AS PRODUCTS SUCH AS GLYCERIN WHICH GO INTO THE MANUFACTURE OF AMMUNITION.
5. AGRICULTURE AND COMMERCIAL FISHING.

- (a) AGRICULTURE
- (b) AGRICULTURAL SERVICES.--Agricultural, horticultural, and animal husbandry services such as: Commercial poultry hatcheries, seed processing, animal breeding, crop disease protection services, initial processing services

such as ginning, compressing, threshing, cleaning, shelling and curing, irrigation services, farm repair and maintenance services, farm product assembly services, grist milling (custom); ice harvesting.

(c) COMMERCIAL FISHING.--Includes fish hatcheries (conservation or commercial) and sponges: Gathering, bleaching, cutting, and trimming.

6. PROCESSING OF FOOD.--MEAT and poultry packing and slaughtering, production of dairy products; eggs, fish and nuts, fruits and vegetables and their juices, soups, flour and other grain mill products, prepared feeds for animals and fowls, starch, cereals, rice, bread and other bakery products, SUGAR, leavening compounds, corn syrup, fats and oils, ice. Includes dried, preserved, dehydrated, frozen, canned, and other special-processed foods.

7. FORESTRY, LOGGING, LUMBERING, AND FOREST INDUSTRIES.--TIMBER TRACTS AND LOGGING CAMPS, CUTTING OF PULPWOOD, WOOD FOR TANNING EXTRACT, charcoal, SAWMILLS, VENEER, cooperage stock, PLANING AND PLYWOOD MILLS, raising of tung oil trees; fire prevention, pest control; forest nurseries and reforestation services; gathering of gums and barks for the manufacture of naval stores and medicinal purposes.

8. CONSTRUCTION.--Highway and street construction; marine construction; CONSTRUCTION OF APPROVED INDUSTRIAL PLANTS, houses, HOSPITALS AND MILITARY PROJECTS; repair of such facilities; and services necessary to complete such construction.

9. COAL MINING.--THE MINING OF ANTHRACITE, BITUMINOUS, AND SEMIANTHRACITE COAL, lignite, and peat, and the operation of breakers or preparation plants. Includes also removing overburden and other such activities preparatory to coal mining operations.

10. METAL MINING.--The mining of IRON, COPPER, tin, LEAD, ZINC, aluminum, MERCURY, manganese, chromium, MOLYBDENUM, tungsten, VANADIUM and similar ores; and the dressing of such ores. Includes also removing overburden, sinking shafts, and other such activities preparatory to metal mining operations.

11. NONMETALLIC MINING AND PROCESSING AND QUARRYING.--THE MINING, PROCESSING OR QUARRYING of salt, gypsum, PHOSPHATE ROCK, SULPHUR, POTASH, asbestos, PYRITES, GRAPHITE, BORATES AND OTHER SALINES, FLUORSPAR, mica, TALC, ABRASIVE SANDS, calcite (optical), and similar essential products.

12. SMELTING, REFINING, AND ROLLING OF METAL; SCRAP SALVAGE.--PRIMARY AND SECONDARY SMELTING, AND REFINING, ALLOYING, ROLLING, AND DRAWING OF IRON, STEEL, COPPER, LEAD, ZINC, MAGNESIUM, ALLUMINUM, BRASS, BRONZE, NICKEL, TIN, CADMIUM, FERRO-ALLOYS, AND ANY OTHER METALS USED IN THE PRODUCTION OF WAR MATERIALS: and scrap salvage.

13. PRODUCTION OF METAL SHAPES AND FORGINGS FOR ESSENTIAL PRODUCTS.--THE MANUFACTURE of CASTINGS, DIE CASTINGS, FORGINGS, WIRE, NAILS, CHAINS, ANCHORS, AXLES, PIPE, SPRINGS, SCREWS, BOLTS, TUBING, STAMPINGS, PRESSINGS, STRUCTURAL SHAPES, AND MACHINED PARTS FOR ESSENTIAL PRODUCTS.

14. FINISHING OF ESSENTIAL METAL PRODUCTS.--Enameling, japanning, lacquering, painting, plating, galvanizing, aluminum coating, polishing, rust-proofing of essential metal products; sherardizing, retinning.

15. PRODUCTION OF INDUSTRIAL AND AGRICULTURAL EQUIPMENT.--POWER BOILERS, WIRING DEVICES AND SUPPLIES; AGRICULTURAL IMPLEMENTS; ELECTRIC LAMPS; STORAGE AND PRIMARY BATTERIES; PUMPS, COMPRESSORS, AND PUMPING EQUIPMENT; RECORDING, CONTROLLING, AND MEASURING INSTRUMENTS AND METERS; CONVEYORS, INDUSTRIAL CARS AND TRUCKS; BLOWERS, EXHAUST AND VENTILATING FANS; MECHANICAL POWER-TRANSMISSION EQUIPMENT, SUCH AS CLUTCHES, DRIVES AND SHAFTS; MECHANICAL STOKERS; TOOLS, FILES, AND SAWS; PLUMBERS SUPPLIES; PROFESSIONAL AND SCIENTIFIC INSTRUMENTS, PHOTOGRAPHIC APPARATUS, AND OPTICAL INSTRUMENTS; AND ALL EQUIPMENT NECESSARY TO OPERATE PLANTS PRODUCING ESSENTIAL COMMODITIES; leg and wing bands; cooking, steaming, and dishwashing equipment designed for mass feeding; paint brushes and paint brush handles.

16. PRODUCTION OF MACHINERY.--ENGINES AND TURBINES; METAL-WORKING MACHINERY AND EQUIPMENT; ELECTRICAL GENERATING, DISTRIBUTION, AND INDUSTRIAL APPARATUS FOR ELECTRIC PUBLIC UTILITY, MANUFACTURING, MINING, TRANSPORTATION, AND CONSTRUCTION USE, FOR USE IN MANUFACTURED PRODUCTS OR IN SERVICE INDUSTRIES; CONSTRUCTION, MINING, AGRICULTURAL, OIL FIELD, SMELTING, AND REFINING MACHINERY, AS WELL AS ALL MACHINERY NECESSARY TO PRODUCE, EQUIP, AND MAINTAIN AIRCRAFT, SHIPS, ORDNANCE, AND OTHER MILITARY EQUIPMENT.

17. PRODUCTION OF CHEMICALS AND ALLIED PRODUCTS.--INDUSTRIAL ORGANIC CHEMICALS, COAL AND PETROLEUM CRUDES, COAL TAR INTERMEDIATES, DYES, COLOR LAKES AND TONERS, EXPLOSIVES AND COMPONENTS OF EXPLOSIVES, SYNTHETIC FIBERS, SYNTHETIC RUBBERS, PLASTICS MATERIALS, NON-COAL-TAR INTERMEDIATES AND SOLVENTS, AND MISCELLANEOUS ORGANIC CHEMICALS; GUM AND WOOD CHEMICALS, PLASTICIZERS, RUBBER CHEMICALS, AND TANNING EXTRACTS. DRUGS, MEDICINES, AND INSECTICIDES: DRUG GRINDING, CRUDE BOTANICAL DRUGS, BOTANICAL DRUGS, DERIVATIVES AND SYNTHETIC EQUIVALENTS, BIOLOGICAL PRODUCTS, DRUGS OF ANIMAL ORIGIN, PHARMACEUTICALS FOR USE IN PROPRIETARY REMEDIES AND PRESCRIPTIONS, INSECTICIDES, FUNGICIDES, FUMIGANTS, RODENTICIDES, and laboratory animals for biological and pharmaceutical experimentation. HEAVY INORGANIC CHEMICALS: ACIDS, ALKALIES, CARBONATES, AND MISCELLANEOUS HEAVY CHEMICALS. INDUSTRIAL, INDUSTRIAL FINE AND RELATED INORGANIC CHEMICALS; INORGANIC COMPOUNDS. Fertilizer materials: Nitrogenous, phosphatic, and potassic fertilizer materials, mixed fertilizers, organic nitrogenous materials, and agricultural liming materials. Paints, varnishes, pigments, and allied products: Color pigments, ester gums and resins, thinners, paint dryers, wood fillers and whiting. COMPRESSED AND LIQUEFIED GASES: GASEOUS HYDROCARBONS, ELEMENTAL AND NONHYDROCARBON GASES. VEGETABLE AND ANIMAL OILS AND FATS. ANIMAL OILS AND FATS; VEGETABLE OILS. MISCELLANEOUS CHEMICALS AND CHEMICAL PRODUCTS: BLEACHING COMPOUNDS, BOILER TREATING COMPOUNDS, CATALYSTS, CHEMICAL COTTON PULP, EMULSIFIERS, matches, OIL TREATING COMPOUNDS, PHOTOGRAPHIC AND PHARMACEUTICAL GELATIN, SYNTHETIC RESIN ADHESIVES AND GLUE, ANALYTICAL REAGENTS, WATERTREATING COMPOUNDS, AND WETTING AGENTS, INCLUDING SULFONATED OILS.

- (Pyrotechnics and flares are included with ammunition in Group 4; crude sulfur in Group 11, and magnesium metal in Group 12.)
18. PRODUCTION OF ESSENTIAL RUBBER PRODUCTS.--ESSENTIAL RUBBER PRODUCTS--TIRES, TUBES, AND OTHER ESSENTIAL PRODUCTS INCLUDING PARTS AND COMPONENTS OF OTHER PRODUCTS INCLUDED IN THE ESSENTIAL ACTIVITIES LIST.
19. PRODUCTION OF LEATHER PRODUCTS.--THE PRODUCTION OF SHOE AND BELTING LEATHER; INDUSTRIAL BELTING FOR TRANSMISSION OF POWER; saddlery, harness, and accessories; military, safety and rationed boots and shoes; infants' shoes (sizes through 4); gloves and leather garments for military and industrial use.
20. PRODUCTION OF TEXTILES.--PRODUCTION OF COTTON DUCK, TENT TWILL, TIRE CORD, INCLUDING SYNTHETIC FIBERS, NYLON CLOTH, NETTING (INCLUDING ROPE NETTING); PROCESSING OF ALL MATERIALS FOR ROPE AND TWINE, ROPE MAKING: PRODUCTION OF WOOL TOPS, PROCESSING AND SPINNING OF WORSTED YARN. Production of textiles including the processing, manufacturing, bleaching, dyeing, printing, and other finishing of textile cordage, fabrics (excluding wool or fur felt for hats and fancy fabrics such as brocades, chiffons, damasks, laces, velvet, etc.), fibers, nets, rope, twine, yarns, made of or using any of the following materials: Animal hair (other than wool) such as bristles, alpaca, etc.; asbestos, cotton, fibrous glass, flax, hemp, henequen, jute, kapok, manila, nylon, rayon, rubber, silk, sisal, shearlings; waste (processed), wool, other synthetic filaments or fibers.
21. PRODUCTION OF APPAREL.--Apparel for the armed forces; work clothing; snowshoes; the following infants' and children's wear (woven and knit) when produced under the War Production Board's "Critical Infants' and Children's apparel Production Programs": (1) Underwear and nightwear (a) through age 6--bands, crib blankets, diapers, gowns, kimono's, pajamas, panties, shirts, sleepers, training panties, wrappers; (b) age 6 through age 16--bloomers, briefs and/or shorts (boy's), pajamas, panties, sleepers, slips, union suits (heavy weight), vest pants; (2) outerwear (a) through age 6--coat and legging sets, snow suits, sweaters; (b) age 6 through age 16--jackets, long pants and/or slacks (boy's), mackinaws, short pants (boy's), sweaters; (3) play togs (a) through age 6 overalls (toddler's), rompers and/or creepers, sun suits, wash suits; (b) age 6 through 16--polo shirts; (4) utility garments (a) through age 6--anklets, coveralls, dresses, dungarees, overalls, ribbed hose; (b) age 6 through age 16--coveralls, crew sox (boy's), dungarees, overalls, shirts (boy's), work gloves (small, medium, large).
22. PRODUCTION OF STONE, CLAY AND GLASS PRODUCTS.--SCIENTIFIC AND INDUSTRIAL GLASS PRODUCTS; ACID-PROOF BRICK, FIREBRICK, AND OTHER REFRACTORY PRODUCTS; chemical lime; ABRASIVE WHEELS, STONES, PAPER, CLOTH AND RELATED PRODUCTS; asbestos products including steam and other packing, pipe and boiler covering; CRUCIBLES AND RETORTS: gypsum board; mineral wool (for insulation); porcelain insulators and bushings for high voltage and radio application; vitrified china for mass feeding.
23. PRODUCTION OF PETROLEUM, NATURAL-GAS AND PETROLEUM AND COAL PRODUCTS.--Explorations, DRILLING, RIG-BUILDING, PRODUCTION OF PETROLEUM, NATURAL GAS, AND GASOLINE, AND FIELD SERVICE OPERATIONS,

AND PETROLEUM REFINING. Production of tar and pitch, coal gas.

24. PRODUCTION OF FINISHED LUMBER PRODUCTS.--Cork products such as life preservers; storage battery boxes; insulating material; oars; matches; crutches; caskets; wood preservation activities; buildings, portable and prefabricated; wood base hardboard. WOODEN PARTS OF AIRCRAFT, SHIPS, AND OTHER MILITARY EQUIPMENT.

25. PRODUCTION OF TRANSPORTATION EQUIPMENT.--THE PRODUCTION OF MOTOR VEHICLES, TRUCKS, AMBULANCES, FIRE ENGINES, BUSES, AND MILITARY MOTORIZED UNITS; ESSENTIAL PARTS AND ACCESSORIES OF SUCH MOTOR VEHICLES; motorcycles, bicycles, and parts; LOCOMOTIVES AND PARTS; RAILROAD AND STREET CARS, AND EQUIPMENT.

26. TRANSPORTATION SERVICES.--AIR TRANSPORTATION; LINE-HAUL RAILROADS; SWITCHING AND TERMINAL; RAILWAY AND AIR EXPRESS; freight forwarding; RAIL INSPECTION; MAINTENANCE AND REPAIR OF RAILROAD EQUIPMENT, buildings, RIGHT-OF-WAY, AND ROLLING STOCK; local transit, rapid transit, interurban electric railway, and OVER-THE-ROAD BUS; OFFSHORE AND INTERCOASTAL WATER TRANSPORTATION, INCLUDING SHORE SERVICE SUCH AS STEVEDORING AND HARBOR OPERATIONS; PIPELINE TRANSPORTATION; TRANSPORTATION SERVICES ON THE INLAND WATERWAYS, GREAT LAKES, HARBORS, BAYS, SOUNDS, AND WATERS CONNECTED WITH THE SEAS, INCLUDING SHORE SERVICE SUCH AS STEVEDORING; OVER-THE-ROAD TRUCKING, WAREHOUSING OF ESSENTIAL (PERISHABLE AND NON-PERISHABLE) COMMODITIES; operation of highway bridges.

27. PRODUCTION OF PULP, PAPER AND MATERIALS FOR PACKING AND SHIPPING PRODUCTS.--

- (a) PRODUCTION OF THE FOLLOWING PULP, PAPER, PAPERBOARD, AND CONVERTED PRODUCTS.--PULP (MADE FROM PULPWOOD AND OTHER SUBSTANCES); the following types of paper stock and paper board: Absorbent for impregnation, asphalt laminating, blueprint, box board, butcher papers (untreated and treated), cable and electrical insulation, carbonizing, chart and map (Government), condenser tissue, container board, drafting, filter, fruit and vegetable wrapping tissue, gasket, glassine, grease-proof, gumming, mandrel winding stock, pattern tissue, photographic and other sensitized, rope and jute, safety base stock, sanitary (sanitary napkin stock, toweling stock, napkin stock, toilet tissue stock, hospital wadding stock), shipping sacks stock, tabulating card stock, tracing, twisting and spinning, vegetable parchment, waxing, wet machine board, wrapping (machine finished and machine glazed); the following converted products from paper and paperboard: Ammunition and shell cases, carbon, envelopes used for shipping and preserving essential products, fiber drums, gummed paper tape, hospital wadding, laminated waterproof and heavy crepe, liquid tight containers and closures, mandrel wound, mesh cloth and fabrics, napkins, nested paper cups, nested paper food containers (excluding paper plates), paperboard boxes and

shipping containers, sanitary napkins, shipping sacks, toilet tissue, towels, twine, waxed, waxed laminated and resin impregnated papers for food, munitions, and industrial wrapping.

- (b). PRODUCTION OF OTHER MATERIALS FOR SHIPPING AND PRESERVING ESSENTIAL PRODUCTS.--Bagging, jute, meat; bags, textile (except laundry bags); barrels, metal; baskets (Climax, fruit, vegetable); box shooks; boxes (metal, wooden and paperboard); cable, fiber; cans; cases, packing; containers (glass, metal, and wood; caps and closures for such containers); cooperage; cooperage stock (staves, headings, and hoops); CORDAGE; crates; drums (shipping); excelsior; gummed cloth tape; ROPE; tin cans.

28. PRODUCTION OF COMMUNICATION EQUIPMENT.--RADIOS AND RADIO EQUIPMENT; RADAR; TELEPHONE, TELEGRAPH, CABLE, TELEVISION, SIGNALLING APPARATUS; ELECTRICAL SOUND EQUIPMENT: vinylite transcriptions; telautograph; teletype tape, not to exceed width of one inch.

29. COMMUNICATION SERVICES.--Magazines of general circulation which are devoted primarily to the dissemination of public information; newspaper and news syndicates; MILITARY, NAVAL, AND TECHNICAL CHARTS AND MAPS, INSTRUCTIONAL AND TECHNICAL MANUALS, and training literature; production of motion pictures (including technical and vocational training films for the Army, Navy, and war production industries); motion picture film processing; news reels; development of sensitized film; protective signal systems which supplement fire and police protection to military, public and private industrial and commercial establishments; radio broadcasting; RADIO COMMUNICATIONS (RADIO-TELEPHONE AND RADIO-TELEGRAPH); CABLE SERVICE (LAND OR SUBMARINE); TELEGRAPH; TELEPHONE; television; production for essential activities of continuous forms with or without one-time carbon, and produced on rotary equipment; and production of salesbook-type forms contracted for by governmental agencies.

30. HEATING, POWER, WATER SUPPLY AND ILLUMINATING SERVICES.--ELECTRIC LIGHT AND POWER, WATER, AND GAS UTILITIES; STEAM-HEATING SERVICES; SEWAGE SYSTEMS; tree trimming for power and communication lines; water-well drilling (Industrial and utility water supply); installation and servicing of liquefied petroleum gas facilities.

31. REPAIR SERVICES.--IN-PLANT MAINTENANCE AND REPAIR OF INDUSTRIAL AND MINING MACHINERY AND EQUIPMENT: Repair of: Vehicles, such as bicycles, motorcycles, AUTOMOBILES, BUSES, TRUCKS, TRACTORS AND FARM EQUIPMENT; TIRES; typewriters and business machines; elevators; shoe repairing; sewing machines; radios; refrigerators; clocks and watches; harnesses; tools; stoves, pneumatic tube systems; power laundry equipment; electric appliances and motors, engines, heating equipment; scientific, commercial and industrial weighing machines; farm and other industrial and scientific equipment; welding service; roofing, and electric, gas and plumbing and heating installations in domestic, commercial, and industrial buildings; building alteration,

maintenance and repair, installation of insulating material; blacksmithing; armature rewinding; locksmithing. (IT IS INTENDED THAT CONSIDERATION BE GIVEN ONLY TO INDIVIDUALS QUALIFIED TO RENDER ALL-AROUND REPAIR SERVICES ON THE TYPES OF EQUIPMENT SPECIFIED HEREIN.)

32. HEALTH AND WELFARE SERVICES.--PHYSICIANS, SURGEONS, DENTISTS, OCULISTS, OSTEOPATHS, podiatrists (chiropodist), SANITARY ENGINEERS, AND VETERINARIANS (ENGAGED IN TREATMENT OF FARM LIVESTOCK); offices of the preceding professions; MEDICAL, DENTAL AND OPTICAL LABORATORIES; PHARMACEUTICAL SERVICES; HOSPITALS; NURSING SERVICES; INSTITUTIONAL CARE; mortuary services, auxiliary civilian welfare services to the armed forces; welfare services to civilians; church activities; accident-and-fire preventive services; structural pest control services.

33. EDUCATIONAL SERVICES.--Public and private industrial and agricultural vocational training; elementary, secondary, and preparatory schools; junior colleges, colleges, universities, and professional schools, educational and scientific research agencies; UNITED STATES MARITIME SERVICE TRAINING PROGRAM; Civil Aeronautics Administration Civilian Pilot Training Program; armed forces contract flying, ground and factory aviation schools; and the production of technical and vocational training films.

34. GOVERNMENT SERVICES.--Federal; other than Federal; cobelligerent. Note: (Deferment of Federal employees subject to Public Law 23 and Selective Service instructions issued pursuant thereto). Personnel employed in government establishments or departments included in essential activities elsewhere in this list should be considered according to the activity in which they are engaged.

35. TECHNICAL, SCIENTIFIC, AND MANAGEMENT SERVICES.--The supplying of technical, scientific and management services to establishments engaged in war production; union-management negotiation services; publication of technical and scientific books and journals; and the services of Federal Reserve System district banks and branches (does not include services of member banks of the Federal Reserve System).

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be carefully documented to ensure the integrity of the financial data. This includes recording dates, amounts, and the nature of the transactions.

In the second section, the author outlines the procedures for reconciling bank statements with the company's internal records. It stresses the need for regular reconciliation to identify any discrepancies and correct them promptly. This process helps in detecting errors and preventing fraud.

The third part of the document provides a detailed explanation of the accounting cycle. It describes the ten steps involved in the cycle, from identifying transactions to preparing financial statements. Each step is explained in detail, with examples provided to illustrate the process.

The final section discusses the importance of maintaining proper documentation for all accounting records. It advises keeping original receipts, invoices, and other supporting documents for a sufficient period of time. This ensures that the records are accurate and can be used as evidence in case of an audit.

REFERENCE LIST NO. 26PROCEDURE TO BE FOLLOWED IN SECURING A PRIORITY FOR AN ALLOTMENT
OF MANPOWER WHERE CONTRACTOR REQUIRES MORE THAN 25 MEN

The procedure outlined below is of great importance to REA Borrowers and their Contractors, particularly in those areas where the War Manpower Commission has declared that a Group I or Group II labor shortage area exists. In order to determine whether the Borrower's contemplated construction is within a labor shortage area, see Reference List No. 23 on page 126 of this Manual.

Where a Borrower comes within one of these labor shortage areas, great care should be taken in answering Question 3 on Form WPB-2774. (See Reference List No. 1 on page 49 of this Manual). When not more than 25 additional men need to be added to the Borrower's payroll or to the contractor's payroll in order for them to complete this construction, Question No. 3 should be answered "No" and no further action need be taken. When, however, more than 25 additional employees will be required, it is necessary that the exact number of employees be indicated in the space provided therefor below, and that Question No. 3 be answered "Yes".

If an REA borrower is going to do the work, then there should be inserted, in the space asking for the maximum number of men necessary to do the job, the number of additional men exclusive of the regular staff which the cooperative will need for this work. This means the total number of such men from the beginning of the job to the end, exclusive of turnover. For example, if a construction job were to be undertaken and from the beginning to the end the cooperative would need ten linemen, ten groundmen and five truck drivers, the number of men inserted would be twenty-five (assuming, of course, that all of these were hired just for that job and were not regular employees). This is so, even though at any particular time no more than twenty men would be employed on the job. When the work is being done by a contractor, the number must show how many men will be used on the job, exclusive of turnover, without regard to whether they are his regular employees or not.

Where an affirmative answer is indicated to Question No. 3 on Form WPB-2774 and more than 25 additional men will be required to complete the approved WPB construction, it will be necessary for the Borrower, or its Contractor, to obtain clearance from the Area Production Urgency Committee (hereinafter called "APUC").

The appropriate War Production Board Field Office will itself submit to APUC four (4) copies of Form GA-862, together with a copy of the REA Borrower's WPB-2774 application. The APUC, upon receipt of the four (4) copies of Form GA-862, reviews them and makes its recommendation. In arriving at this decision regarding the manpower to be allotted for such construction, the importance of the construction as it relates to the war effort is given prime consideration. Once the APUC has "recommended for approval" the construction project, it assigns to the

project an urgency rating, the effect of which is to enable the Borrower or Contractor to obtain a priority on the type of manpower to get the project constructed.

After AFUC approval has been obtained, War Manpower Commission Form 63 must be filed by the REA borrower or its contractor with the regional War Manpower Office (hereinafter called "WMC") or the United States Employment Service, (hereinafter called "USES") in order that WMC or USES may supply the REA borrower or Contractor with the necessary manpower under the Priority Referral Plan which became effective July 1, 1944. (See Secs. 702-711, on pages 115-116 of this Manual.)

Where an REA borrower desires a higher ceiling for its regular and continual operations, it should file WMC Form 63 (a) with the regional office of the WMC or USES. In other words, WMC Form 63 is for the establishment of a ceiling for a job which has been approved for construction, WMC Form 63 (a) is used for the establishment of a higher ceiling in any essential activity.

REFERENCE LIST NO. 27
FORM OF APPLICATION TO BE SUBMITTED IN TRIPPLICATE BY
BORROWERS TO DISTRICT WPB OFFICES

ELECTRIC UTILITY

REA Borrowers' List of Registrants

Name of REA Borrower-----

Address-----

Certifying Agency-----

(Insert name of District Office of WPB)

Total Employment (as of January 1, 1945)-----

Kind of Utility----- REA Electric Cooperative-----

Name of Registrant	Date of Birth	Occupation	Selective Service Order No.	Local Board	Present Selective Service Classification
1. -----	-----	-----	-----	-----	-----
2. -----	-----	-----	-----	-----	-----
3. -----	-----	-----	-----	-----	-----
4. -----	-----	-----	-----	-----	-----
5. -----	-----	-----	-----	-----	-----
etc. -----	-----	-----	-----	-----	-----

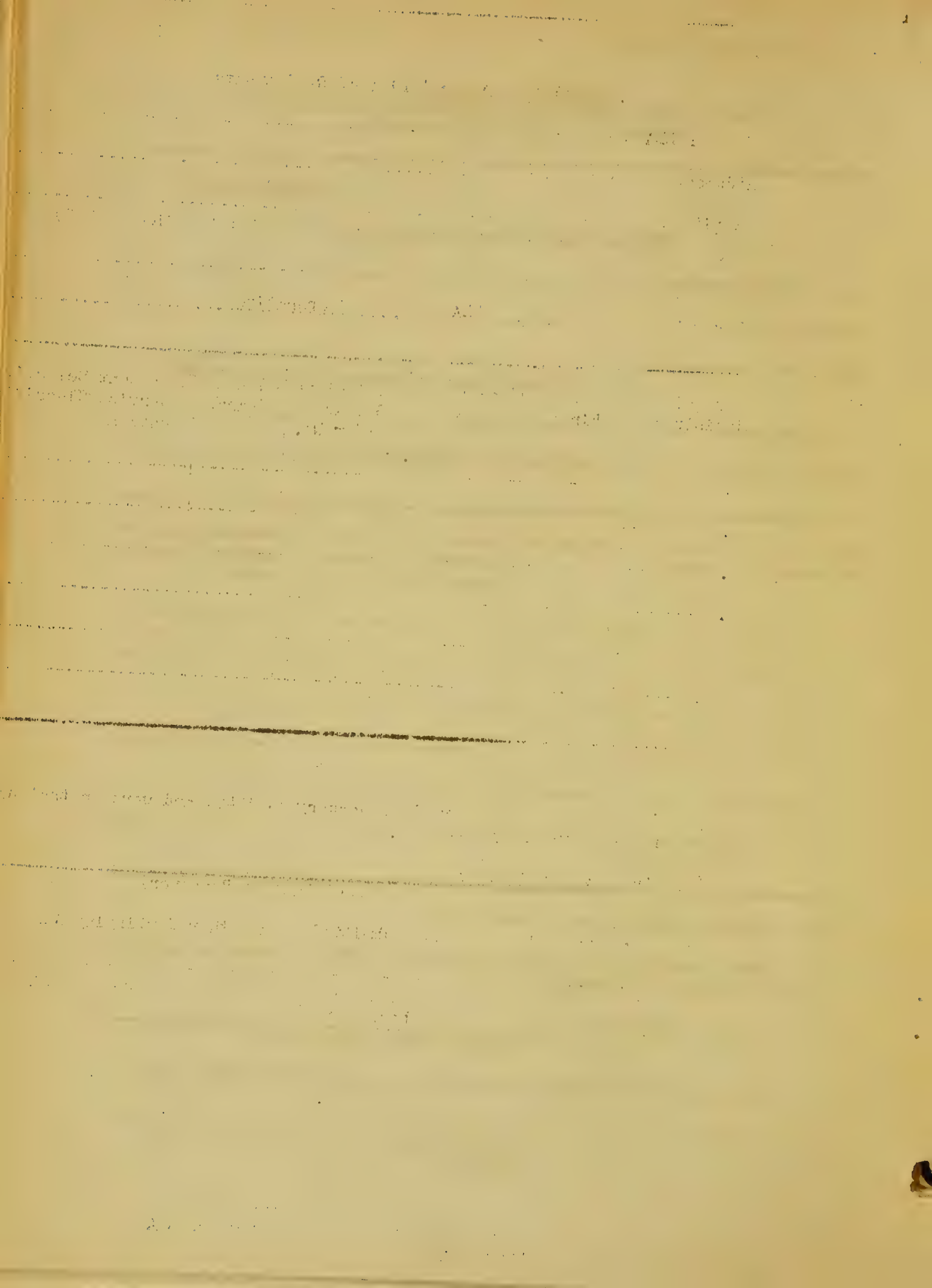
It is certified that all men listed above

(a) Were classified 2A or 2B on January 1, 1945, and were on that date in the age group 18 through 29.

(b) Are now employed by -----
(Insert Name of Borrower)

(c) That such list has been submitted to no other Certifying Agency.

Date-----
(Signature and title of officer of REA borrower)



5/20/43 WRM

CHAPTER 4

WAR TRANSPORTATION REGULATIONS

1. *Phragmites* (common)

[illegible]

18

CHAPTER 4 - WAR TRANSPORTATION REGULATIONS

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PART I. SPEED LIMIT

General Order ODT No. 23, issued by the Director of the Office of Defense Transportation, prohibits automobiles and trucks from driving at a speed over 35 miles per hour. This speed limit may be exceeded only in rare emergencies for the protection or preservation of life and health. (900)

PART II. TIRE INSPECTION

In order to receive gasoline rations, and a ration certificate for a tire or tube when necessary, it is required that all automobile tires be inspected. The tire inspection record for each car must be kept in the car while it is in operation. (901)

Commercial Vehicles

Each tire on a commercial vehicle must be inspected every 5,000 miles or every six months, whichever is completed first. The inspection must be made by a tire inspector approved by OPA. No commercial motor vehicle may be operated following the tire inspection unless the inspector has certified that all reasonable and possible adjustments, repairs and replacements necessary to assure maximum conservation of the vehicle's tires have been made. (902)

Passenger Vehicles

Effective April 20, 1944, the Office of Price Administration revoked the requirement that tires on passenger vehicles must be inspected periodically. It is no longer necessary to have tires on passenger vehicles inspected. (903)

It is important, however, that borrowers retain their tire inspection records as the Office of Price Administration will continue the use of these records in the gasoline rationing program.

PART III. TRUCK CONSERVATION

- (910) General Order No. 17 of the Office of Defense Transportation, which regulates the operation of trucks, requires all truck operators to eliminate waste in operation and to conserve and properly maintain tires, equipment and other facilities necessary to carriage.

No truck operator may operate a motor truck carrying a gross load exceeding its capacity by more than 20%. "Capacity" means the load-carrying ability of the tires on the motor truck.

The capacity of any motor truck is determined as follows: Multiply the number of tires, of the size and description mounted on the running wheels of the truck, by the number of pounds of rated load-carrying ability of such tires as designated in the Table below. From this computation, deduct the unladen weight of the truck and the remainder will be the capacity of the motor truck.

- (911) Example: A motor truck uses 4 running tires, size 6.00-16, six ply. The rated load carrying ability of each such tire, in pounds per tire, as shown in the following Table, is 1130. Multiply 4 (number of tires) by 1130 (rated load-carrying ability of each tire). The result is 4,520 pounds. From 4,520 pounds, subtract the unladen weight of the truck, which is, say 2,000 pounds. This leaves 2,520 pounds, which is the capacity of the truck. Under General Order No. 17, this truck cannot carry more than 20% in excess of 2,520 pounds the load-carrying capacity of the truck, which is 3,505 pounds.

- (912) The rated load-carrying ability in pounds per tire for the size of tires ordinarily used by RFA borrowers is:

<u>Description of Tires</u>		<u>Rated Load Carrying</u>
<u>Size</u>	<u>No. Plies</u>	<u>Ability in Pounds</u>
		<u>Per Tire</u>
5.00-16	4	730
5.00-16	6	835
5.50-16	4	840
5.50-16	6	955
6.00-16	4	990
6.00-16	6	1130
6.50-16	4	1135
6.50-16	6	1290
7.00-16	6	1435
7.00-16	8	1650
7.00-17	6	1550
7.00-17	8	1725
7.00-18	8	1800
7.00-20	8	1950

PART IV. CERTIFICATE OF WAR NECESSITYApplication for Certificate and Appeal

All commercial vehicles must have a Certificate of War Necessity in order to operate. This includes passenger cars which have undergone a genuine structural change, reasonably permanent in nature, for the purpose of transporting property. Painting windows or removing seat cushions or a door is not such a change. Cutting the back of a car and installing a truck back to carry tools and equipment is such a change. Since all REA borrowers have already obtained Certificates of War Necessity, it will be unnecessary to discuss how to file an application for a Certificate. If necessary, information can be obtained from the Local Allocation Office of ODT.

(920)

Since REA borrowers have been informed how to appeal where they have not received sufficient mileage in gasoline allowance on their Certificate of War Necessity, this Manual will not discuss how to file an appeal. If information on this point is desired, a letter should be addressed to the War Regulations Unit, RE Division, Office of the Solicitor.

Purchase of Gasoline, Tires and Parts for Commercial Vehicles

In order to purchase any gasoline, tires, tubes or parts for a commercial motor vehicle, the operator must sign a written receipt in duplicate and endorse on each copy of such receipt the number of the Certificate of War Necessity for the commercial vehicle for which the gasoline, part, tire or tube is purchased. When it is impracticable to do so, such as in the purchase of parts by mail, the operator shall furnish to the seller his name, address, and the number of the Certificate of War Necessity for the commercial vehicle. This information must be endorsed upon the invoice for the transaction, a duplicate copy of which will be sent to the operator for the vehicle and should be retained by him.

(921)

Records and Reports

All operators of commercial motor vehicles must prepare and permanently maintain transportation records of all operations of their commercial motor vehicles in the form prescribed by the Office of Defense Transportation. A weekly record must be maintained in accordance with the form provided for on the reverse side of the Certificate of War Necessity, and must be carried at all times in each vehicle. All such records must be available for inspection by the Office of Defense Transportation.

(922)

Operators of a fleet of commercial vehicles (3 or more) who maintain tire records showing, with respect to each tire, the brand or serial number, wheel position, date installed and removed, cause of removal, size and type of tire, and whose tires are inspected as required, are exempt from maintaining a record of tire inspections for any particular commercial vehicle in the fleet on the reverse side of each Certificate of War Necessity for each vehicle.

PART V. RATIONING

TRUCK RATIONING

- (930) WPB Order M-100 provides that no person shall transfer or accept a new commercial vehicle unless he obtains a Certificate of Transfer from the Local Allocation Office of the Office of Defense Transportation.

Application should be made to the Local Allocation Office, on forms furnished by the Office, for a Certificate of Transfer. Since the quota of trucks is limited, the Office must use its discretion in determining whether or not a certificate should be granted in each particular case. To assist the Office, the Order specifies various groups which are entitled to truck transfer certificates in the order of preference in which such certificates should be granted. This list is the Usage Classification List set forth in Schedule "A" to Order M-100.

- (931) Class II of the list covers trucks used "in the transportation of material and equipment for the construction and maintenance of public utilities". The War Production Board has ruled that all REA borrowers are included within Class II and therefore are eligible to receive trucks, upon satisfactory proof of need. The Chief of the Allocations Section of the Office of Defense Transportation has sent the following instructions to Local Allocation Officers:

"Subject: Status of REA Cooperatives"

* * *

"Local Allocation Officers are advised that applications submitted by Rural Electrification Administration Cooperatives are entitled to consideration under Class II usage as follows: 'In the transportation of material and equipment for the construction and maintenance of public utilities other than those specified in Class I above.'

"This, of course, has no bearing on the merit of an application from any standpoint other than the usage classification, and Local Allocation Officers should continue to exercise their best judgment as to the necessity for any particular truck."

It is to be emphasized that although these instructions confirm the eligibility of REA borrowers to receive new commercial motor vehicles, trucks are extremely scarce and no borrower should file an application for a truck unless it is a matter of urgent necessity.

When applying to the Local Allocation Office for an authorization to purchase a commercial vehicle, a borrower should state in its letter as briefly and clearly as possible, the facts which show that the new truck is essential to the continued operation of its system. The borrower should show that its old truck is beyond repair, and that a suitable second-hand truck cannot be purchased. The borrower should

state the number and type of consumers it is serving and the importance of maintaining steady and uninterrupted service to these consumers. It should state it is eligible under Class II of Schedule A to Order M-100.

(931)

If all these conditions are met and authorization to purchase a truck is denied by the Local Allocation Officer, appeal may then be made to one of the Local Appeal Boards. Information on how and where to appeal can be obtained from the Local Allocation Office of ODT.

TIRE AND TUBE RATIONING

Following is a summary of the provisions of OPA Tire and Tube Ration Order No. 1A

NOTE: Used Tubes and Recapping

Rationing restrictions apply to new tubes only, not to used tubes. The restrictions on the recapping of passenger car and light truck tires with passenger type camelback have been removed. The removal of this rationing restriction means that producers operating passenger cars and commercial vehicles using tires smaller than 7.50 x 20 will be able to get their casings recapped with reclaimed rubber camelback without applying to the local War Price and Ration Board for certificates. The recapping of commercial vehicle tires with truck-type camelback, which contains a large proportion of crude rubber, continues subject to present rationing restrictions.

(935)

A. Commercial Vehicles

1. Application for Tire and Tube Certificates

Where obtained and filed

Obtain and file OPA Form R-1 (revised) for each vehicle at the Local War Price and Rationing Board or the Truck Tire Board for the area in which the vehicle is normally garaged or stationed. The Truck Tire Board is a War Price and Rationing Board to which an OPA tire examiner has been specifically assigned and which has been designated to serve exclusively in a specified area applicants for truck tires, new truck tubes or recapping services. If it is impracticable to apply to such Boards, and the vehicle requires tires and tubes immediately for its continued operation, application may be made to a Board within the area where the vehicle is temporarily located.

(940)

A single application may now be filed for all tires and tubes needed for all vehicles in a fleet when all the fleet vehicles are owned and operated by the same borrower, used for the same purpose, and garaged or stationed at the same place.

Tire inspector must certify applications

(941)

Before an application is filed, a tire inspector approved by OPA must inspect the tire or tube to be replaced or recapped and execute and sign the "Certification by Inspector" contained in the application. However, this certification is not required if the tire or tube will replace a lost or stolen tire or tube, or will be used to equip a vehicle having less than five tires or tubes and the Rationing Board finds that it is for a justifiable reason.

OPA Tire Examiner must certify applications

(941a)

After an application has been filed in those areas where a Truck Tire Board has been set up it is necessary in addition to the inspection requirements set out in Sec. 941, to have the tires or tubes to be replaced examined by an OPA tire examiner who determines whether the tires or tubes are in need of replacement. If replacement is necessary, the OPA tire examiner is required on OPA Form R-21 to approve their inspection and authorize their transfer to a dealer. Upon such approval, prior to the issuance of a certificate, the applicant is required to transfer the tires or tubes to a dealer and file with the Board a proof of such disposition on OPA Form R-21. If the applicant is not subject to the jurisdiction of a Truck Tire Board, the tires or tubes to be replaced must be turned in to a dealer, except in the case of purchase by mail or tires withdrawn from a public warehouse. In such cases, the applicant is required to deliver the replaced tires or tubes to a dealer within five (5) days after the acquisition of the replacements.

(942)

Notation of action by Board

Whenever the Board acts upon an application, it will note the reasons for its action on the application and should promptly notify the applicant of its decision.

2. Eligibility"List A" Vehicles

(943)

The Rationing Order divides commercial vehicles into two classes:

Those which are used in certain critical occupations are in "List A". All other commercial vehicles are in "List B". Those vehicles which are included in "List A" are given preference in the issuance of tires and tubes. Trucks owned by REA borrowers are included in "List A". Sub-paragraph 9 of "List A" includes trucks engaged in:

"Transporting workers (including executives, technicians or office workers) to, from, within or between the establishments

or facilities listed below where other practical means of transportation are not available:

(943)

* * * * *

"(i) . . . plants engaged in the production or distribution of light, power or electricity . . ."

Trucks used to service nonportable electrical appliances owned by members, and to repair their house wiring, are also included in "List A". Sub-paragraph 14 of "List A" includes trucks used

"For transportation, by . . . private carriers of the following kinds of property:

* * * * *

"(ii) Materials and equipment . . . for necessary mechanical . . . electrical . . . structural . . . maintenance of repair (other than the installation, maintenance, or repair of such household equipment and furniture as are portable . . .)"

Kind of tires obtainable

The Order divides tires into two grades in the order of quality:

(944)

Grade I - All tires other than Grade III tires. (Grade I now includes tires formerly classified as Grade II.)

Grade III:

- (i) A used tire (tire used 1,000 miles or more);
- (ii) Recapped tire;
- (iii) Tire manufactured from reclaimed rubber.

Commercial vehicles included in "List A" are eligible for any grade of tire or tube. Therefore, trucks owned by REA borrowers are eligible to purchase Grade I tires for their trucks if such tires are available.

3. Proof of Need

In order to obtain tires for commercial vehicles, the applicant must satisfy certain requirements applicable to all types of vehicles, and also, additional requirements applicable only to commercial vehicles. Following is a summary of these requirements:

(945)

General requirements for all vehicles

The applicant must establish:

Immediate Need--That the tire, tube, or recapping service for which application is made is to equip a vehicle for use and not for resale and is:

(946)

to equip a vehicle which requires tires or tubes because of alteration, or reconstruction, or which does not already have the number of tires permitted for such vehicle by OPA and the Rationing Board finds that this was for a justifiable reason; or

to replace a lost or stolen tire or tube; or

to replace a tube which cannot be repaired, or a tire which cannot be repaired or recapped or which would be unsafe when recapped for operation at the speeds at which the applicant may reasonably be expected to operate; or

to replace a tire or tube which is not serviceable for the use to which the vehicle is to be put; or

to recap a tire which requires recapping or which will require recapping by the date the applicant may reasonably be expected to secure recapping.

(947)

No Abuse or Neglect--That the applicant has not in any manner abused or neglected the tire or tube to be replaced or recapped. However, the Board may waive this condition if it finds that the community or the nation would suffer serious loss of the application were denied. The Board may consider, among other things, as evidence of tire abuse:

that the vehicle for which a certificate is sought has been operated at a speed in excess of thirty-five (35) miles per hour; or

that the tire for which replacement is sought has become unfit for recapping through the fault of the applicant, such as a failure to make timely application for a tire, failure to replace a tire as promptly as possible, or driving for unnecessary purposes or when other means of transportation are available.

(948)

Unlawful Mileage--That the applicant has not used the tires or tubes, which he seeks to replace, on a vehicle which has been used for purposes prohibited by or for mileage in excess of that allowed under Gasoline Ration Order No. 5C.

(949)

Ply Construction--That, if the application is for a certificate for a new passenger-type tire of six or more ply construction, the vehicle upon which the tire is to be mounted cannot be operated satisfactorily in the use to which it is to be put with a tire of less than six-ply construction.

(950)

No Available Tire or Tube--That the applicant does not own or control a tire or tube, other than tires or tubes mounted upon vehicles in current use (including one spare for each size wheel per vehicle) which can be used, or repaired for use, instead of the tire or tube sought to be replaced or the tire sought to be recapped.

(951)

No Excess Tires--That the applicant has sold all passenger-type tires in excess of five for each passenger vehicle it owns as required by the Gasoline Rationing Order.

Additional requirements for commercial Vehicles

The applicant must establish in addition to the above requirements:

(952)

Tire Inspection: Certificate of War Necessity--That the applicant has a Certificate of War Necessity for the commercial vehicle, and that the tires have been inspected by an OPA approved tire inspector every 5,000 miles or every 60 days, whichever is completed first.

(953)

Importance to War Effort, Public Health or Safety--That the functions to be performed by the use of the tire, tube, or recapping service are essential to the war effort, the public health or the public safety. The fact that REA borrowers' trucks are included in "List A" should clearly establish this

fact. However, a borrower, on its application, should mention this fact and indicate any defense load it is serving, as well as the importance of its service in increasing production of vital foods essential to the war effort and the public health.

(954)

Comparative Need--That the issuance of the Certificate to the applicant will not deprive other applicants of tires, tubes, or recapping service needed to perform functions deemed by the Board to be more essential to the war effort, public health or public safety than the functions performed by the applicant.

(955)

Recapping if Possible--That, if the applicant is seeking to replace a tire, it is not capable of being recapped or that it cannot be recapped for safe use at the speeds at which the applicant may reasonably be expected to operate.

(956)

Passenger-type Tires Unavailable or Wasteful--That, if application is made for a truck-type tire, a passenger-type tire or suitable size is not available, or that the use of a passenger-type tire would constitute a waste or rubber.

(957)

No Other Vehicle Available--That all other commercial vehicles owned by the applicant are included in "List A", or cannot practicably be used to perform the services for which a certificate is sought.

(958)

4. Certificates

A certificate is non-transferable and is issued in four parts. Part A must be signed by the issuing officer of the Board. The applicant must sign all parts of the certificate before exchanging the certificate for a tire; Part D is kept by the applicant. The certificate must be used before the expiration date indicated. After the expiration date, the certificate is void and must be returned to the issuing Board.

(959)

The applicant must turn in the old tire or tube to be replaced to the dealer from whom he is purchasing a tire or tube with the certificate. No tire or tube need be turned in if the applicant's old tire is being recapped or if a tire is being purchased to replace a lost or stolen tire or tube, or is to equip a vehicle which, for reasons satisfactory to the Board, does not have the number of tires or tubes permitted by OPA. If the purchase is made from a mail order house, the tire or tube should be sold to a tire dealer and the applicant should file OPA Form R-3 with his Local Board.

The applicant must not pay more than the maximum price set by OPA for the tire or tube to be purchased.

(960)

(961)

If the applicant cannot obtain from one dealer all the tires authorized by his certificate, he should return the certificate to his Board, which will then issue as many certificates as are needed to permit the purchases to be made among several dealers.

5. Appeals

(962)

Anyone whose application for a certificate has been denied by a Board may appeal. Information covering the rules for making appeals should be obtained from the Local Board.

B. PASSENGER VEHICLES

1. Applications for Certificates

(963)

The same rules apply as are set forth in Secs. 940-942.

2. Eligibility

(964)

All passenger vehicles which have obtained gasoline rations are eligible for tires. However, all passenger vehicles will not receive tires since there is a great shortage of rubber due to increasing demands for equipment for the armed forces and for the most essential civilian needs. Therefore, in allotting those tires and tubes, and rubber for recapping, which may be left after satisfying essential civilian needs, including those of commercial vehicles, the Boards will be required to determine which applicant's needs are most essential to the war effort, public health and safety. To a large extent, this will probably be determined by the Gasoline Ration Order since those applicants whose needs are most important to the war effort and the public health are eligible to secure Supplemental Gasoline Rations.

Where an application is made for a tire or tube for a passenger automobile, the Board shall reconsider the applicant's Gasoline Ration. When only a Basic Ration has been issued, the applicant shall set forth in his tire application the use to be made of the passenger automobile.

If a Supplemental Ration has been issued, the application for such Ration shall be re-examined.

3. Kind of Tires Obtainable

(965)

The Order divides tires into two grades in the order of quality. (See Sec. 944.)

If tires are available, the kind of tires which may be procured for a passenger automobile depends on the Gasoline Ration - the

more mileage allowed, the better grade of tire allowed, as follows:

(965)

<u>Total Gasoline Mileage</u>	<u>Kind of Tire</u>	<u>Kind of Tube</u>
240 or less miles per month	Grade III Tire	New or used at applicant's option
241 miles per month or over	Grade I or Grade III tire at applicant's option	New or used at applicant's option

Effective July 14, 1943, the eligibility of drivers with mileage rations of 240 miles or less a month will be determined by these standards:

(1) In the gasoline shortage area, a driver whose total rationed miles is more than ninety miles per month but less than 241 miles per month may be issued a certificate for a Grade 3 tire. Any driver whose total rationed mileage is less than 241 miles per month may be issued a certificate for a new tube.

(2) Outside the gasoline shortage area, the driver whose total rationed mileage is 240 miles per month or less may be issued a certificate for a new tube, but may only be issued a certificate for a Grade 3 tire if any of the purposes for which the vehicle is used constitutes occupational mileage.

(3) An applicant whose total allowed mileage is 241 miles per month or more may be issued a certificate for a Grade 1 or Grade 3 tire at the driver's option, or for a new tube.

(4) A driver operating fleet or official passenger automobiles for which interchangeable gasoline ration books have been currently issued may be issued a certificate for a Grade 3 tire or a new tube; if the driver establishes that the vehicle will be operated for 241 miles per month, or more, then a certificate for a Grade 1 tire may be issued.

4. Proof of Need

In order to obtain tires for passenger vehicles, the applicant must satisfy certain requirements applicable to all types of vehicles, and also, additional requirements applicable only to passenger vehicles. The following is a summary of these requirements:

(966)

General Requirements for all Vehicles

The applicant must establish that he has complied with the same requirements which are set forth in Secs. 946-951.

(967)

Additional Requirements for Passenger Vehicles

(968)

The applicant must establish in addition to the above requirements:

(aa) Gasoline Ration--That the applicant has a gasoline Ration for his automobile.

(bb) Tire Inspection Record--That the applicant has a tire inspection record showing that the required tire inspection has been made, and that the serial number of the tire to be replaced has been entered upon the record, or that the applicant has Part D of the certificate authorizing acquisition of such tire. However, the Board may waive requirements that the tire inspection record show the required tire inspections if the applicant can establish that serious illness or physical condition of the location of the automobile made it impossible to obtain required inspection, and if the current inspection shows no abuse or neglect of any tires or tubes on the vehicle.

5. Certificates

(969) The rules set forth in Secs. 959-961 apply here.

6. Appeals

(970) Anyone whose application for a certificate has been denied by a Board may appeal. Information covering the rules on appeals can be obtained from the Local Board.

C. GASOLINE RATIONING

(980) The following is a summary of the provisions of OPA Gasoline Ration Order No. 5C, in effect throughout the United States, which are of interest to REA borrowers:

1. Applications

(981) Since all REA borrowers have already obtained gasoline rations, it will be unnecessary to discuss how to file an application for a ration. If necessary, information can be obtained from the local War Price and Rationing Board. It should be noted that occupational driving by employees of REA borrowers to and from facilities of the borrower is classified as "preferred mileage", under Section 7706(o)(2) of the Ration Order. Occupational driving by officers and employees of the Rural Electrification Administration on official business is also "preferred mileage" under Section 7706(a) of the Ration Order.

2. Renewal of Gasoline Ration

(982)

(a) "TT" Book

Transport rations, which are in the form of "TT" Books, issued for all commercial vehicles, are usually issued for three-month periods and generally renewed at the end of each calendar quarter.

If an REA borrower owns one or two commercial vehicles, its gasoline ration will be renewed automatically and mailed to it by the Ration Board without necessity of filing any renewal form, under the new ruling established by Section 1394.8051(b) of the Gasoline Rationing Regulations. If the borrower maintains a fleet of commercial vehicles (three or more), the Board will notify the borrower by mail not less than 15 days before the beginning of a new calendar quarter to appear for a renewal ration.

(982)

A borrower is entitled to receive as much gasoline ration as is allowed on its Certificate of War Necessity. If this amount is insufficient, it should appeal from the allowance on its Certificate of War Necessity by filing ODT Form CWN-1 with the appropriate local Office of Defense Transportation.

(b) "B" and "C" Books

Supplemental Gasoline Rations, in the form of "B" and "C" Books, may be renewed by executing Form OPA R-543. The applicant must note on the form any changes in the nature or amount of his use since the date of his application.

(983)

(c) "A" Books

The Basic Gasoline Ration, in the form of an "A" Book, is renewed by filing an application on Form OPA R-570, which should be secured and filed with the local Price and Rationing Board in the area in which the vehicle is normally garaged or stationed. The back cover of the "A" Book should be submitted with Form R-570.

(984)

3. Insufficient Rations

If a gasoline ration which has been granted is insufficient, application may be made for a further ration under Section 8052 of the Ration Order. If the ration is for a commercial vehicle, and the maximum amount allowed under the ODT Certificate of War Necessity has been granted, it may be necessary for the borrower to appeal from the Certificate of War Necessity by filing ODT Form CWN-1 with the appropriate local Office of Defense Transportation.

(985)

4. Notation on Gasoline Coupons

REA borrowers should write in ink on the reverse side of each coupon in the coupon book the license number and state of registration of the vehicle for which the ration was issued.

(986)

If interchangeable coupons are issued for fleet vehicles, the borrower should write or stamp in ink on the reverse side of each coupon the name of the borrower or other identification of the fleet, or if there is no fleet identification, the serial number

- (986) of the Certificate of War Necessity. The borrower should also write the town and state in which the principal office of the borrower is located.

5. Lost Coupons or Coupon Books

- (987) If coupons or coupon books are lost, stolen or destroyed, the borrower should apply to the Board for replacement.

The application should be made in writing under oath and should state: the name and address of the borrower; class, date and place of issuance and expiration date of the book or coupons; description of the motor vehicle for which the book or coupons were issued; the number and type of unused coupons lost; description of the manner and circumstances of the theft, loss or destruction.

If duplicate books or coupons are issued and the original is later found, the original shall be surrendered to the Board immediately. Anyone who finds a coupon or coupon book should surrender it to the Local Board.

6. Appeals

- (988) An applicant for a gasoline ration may appeal from an adverse decision of the Local Board. Information covering the rules on appeals can be obtained from the Local Board.

PART VI. RESTRICTIONS ON MEETINGS AND CONVENTIONS

To alleviate the overcrowded transportation facilities, there has been appointed a War-Time Committee on Conventions whose function it is to pass upon applications for conventions. Without the approval of this committee no convention or gathering may be held having an out-of-town attendance in excess of 50 persons. Local attendance is not counted.

Col. J. Monroe Johnson, Chairman of the War Committee on Conventions, has announced, however, that purely local meetings of more than fifty persons using only city or suburban transit facilities - or in the case of rural communities, transit facilities within the normal trading area - and for which no hotel sleeping accommodations are necessary, are not required to file an application for a special permit.

The question has been raised whether this prohibition on meetings would effect annual meetings of REA borrowers. Inasmuch as members of REA cooperatives, in most instances, attend meetings in rural communities using their own automobiles, or transit facilities within the normal trading area, and do not use hotel sleeping accommodations, such annual meetings would come within the exemption underscored above and, accordingly, may be held without receiving special approval.

If there are any further questions in regard to this matter, the War Regulations Unit will endeavor to assist you in every possible way.

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CHAPTER 5

MISCELLANEOUS WAR REGULATIONS

Electric Ranges

WPB Order L-23-b, as amended, restricts the manufacture and sale of new domestic electric ranges. A new domestic electric range is any new range or cooking stove designated for home use, having a total rated wattage of $2\frac{1}{2}$ kilowatts or over. (1200)

A new domestic electric range may be sold by an REA borrower if the purchaser signs a certificate in writing in substantially one of the following forms, either on a separate document or on the bill of sale:

I certify to the War Production Board and to the seller: I own or occupy the residence at _____. It has the inside and outside wiring needed for an electric range, and my electric company has told me that electric service for range operation will be supplied. I do not have any electric range for this residence which can be used or repaired.

(Sgd.) _____

Signature of purchaser

Sales may be made to fill orders for electric ranges to be installed in housing projects approved by the National Housing Agency or War Production Board under Preference Rating Order P-55-c if the purchaser endorses on his purchase order a statement substantially as follows:

This order is placed pursuant to authority granted under Order P-55-c. I have been authorized by the War Production Board or National Housing Agency to install these electric ranges in Project No. _____ located at _____.

(Sgd.) _____

A distributor or dealer including an REA borrower may not deliver on such an order any new electric ranges which were not delivered to him for housing projects, unless he is advised by the manufacturer that replacements will be shipped from the inventory of electric ranges which the manufacturer has been authorized to distribute for housing projects.

Sales may be made on special authorization of the War Production Board granted on Form WPB-1319. Applications should be made on this form in accordance with the instructions for its use which are obtainable at field offices of the War Production Board. See Reference List No. 6 on page 65 of this Manual. Authorization will not be granted for electric ranges on Form WPB-1319 except for installation and use by federal, state and local governmental agencies, educational institutions and service institutions, such as the American Red Cross and the United Service Organization, where the use of commercial cooking equipment is not practicable as for example in diet kitchens and domestic science classrooms.

- (1200) No preference rating lower than AAA shall be valid for the purchase of new electric ranges and orders bearing such preference ratings are to be treated as unrated orders.

A range may not be sold pursuant to one of the above certificates if the seller knows or has reason to believe that the certificate is false.

Request for Copper Conductor from WPB

- (1201) The Copper Recovery Section of the War Production Board is engaged in locating copper which is not being used in connection with the war effort in order to redistribute it to satisfy the most urgent needs. This Section of WPB has, from time to time, requested REA borrowers to fill out WPB forms requesting information concerning the inventory of copper and copper products. However, since the inventory of REA borrowers, as well as other producers governed by Order U-1, is under the supervision of the Office of War Utilities, the Copper Recovery Section has agreed that it is not necessary for REA borrowers to report to them.

Therefore, if any borrower receives a request from the Copper Recovery Section of WPB for reporting inventory of copper and copper products, or requesting the borrower to sell copper to them, the borrower should inform them that it is an REA-financed borrower, governed by Order U-1, that its inventory is regulated by the Office of War Utilities, and, therefore, that it is not required to report to the Copper Recovery Section. If this does not satisfactorily settle the matter, the borrower should communicate with the War Regulations Unit, RE Division, Office of the Solicitor, St. Louis, Missouri.

5/20/43 WRM

CHAPTER 6

WAR REGULATION MANUAL REVISIONS

1891

1891

7/22/43 WRM

UNITED STATES DEPARTMENT OF AGRICULTURE

U.S. Rural Electrification Administration

Boatmen's Bank Building

St. Louis (2), Mo.

July 22, 1943

REA War Regulations Manual

REVISION NO. 1

I. SUMMARY OF REVISIONS

A. New Procedure for Obtaining Copper Wire: Extension of Order P-144

As you have already been informed, Order P-144 (Secs. 140-147) has been extended until July 31, 1943. Although Order P-144 will expire on July 31, Order U-1-c (Secs. 200-208) and Priorities Regulation No. 19 (Sec. 150) will NOT expire on July 31st. There is no expiration date on these two Orders, and they will remain in effect until further notice.

CORRECTION: Page 148, par. II (b), FILING INSTRUCTIONS should read:

(b) Insert pages No. 34a-34b immediately following page No. 34.

... Regulation No. 19. The new procedure should be followed after July 31. Until July 31, the procedures set out in Order P-144 should be followed for all farmstead wiring material, including copper wire.

Under this new procedure the consumer applies to his USDA County War Board for a Copper Wire Allotment Certificate. The procedure is set forth on the attached new pages Nos. 34a and 34b. These pages should be carefully studied as they explain how the consumers can get copper wire and how REA borrowers can obtain copper wire for resale to farmers.

B. Purchase of Transformers Under Group Purchase Plan

WPB Order L-117 prohibits anyone from purchasing from manufacturers new transformers of $1\frac{1}{2}$ KVA capacity or larger unless specific approval has been obtained from WPB. WPB has agreed to a special procedure to be followed by REA borrowers in order to expedite clearance of their orders for transformers, including orders on the REA Group Purchase Plan. This procedure is set forth on the attached new page no. 23a, which should be carefully studied.

C. Reference List No. 1

The procedure to be followed in securing permission from WPB for construction in excess of the limits permitted by the U-1 Orders is set forth in Reference List No. 1 on the attached new pages Nos. 49-50. The sample Form WPB 2774 referred to therein is being prepared and will be mailed to you at an early date for insertion in the Manual as a part of Reference List No. 1.

The memorandum of Mr. Arthur W. Gerth, Acting Chief, Applications and Loans Division, dated July 7, 1943, discussing U-1-c extensions of over 5,000 feet, has been incorporated in Reference List No. 1. Therefore, Reference List No. 1 supersedes Mr. Gerth's Memorandum and the Memorandum is now obsolete.

D. Little Steel Formula

The Little Steel Formula, which allows the War Labor Board to make increases in wages in certain cases may now be applied to individual workers as well as to all employees in a bargaining unit. Therefore, a new page No. 109 is attached reflecting this change. Page No. 108 has been reprinted without change in text.

E. Wage-Rate Brackets and Proposed Plans

Section 641 has been rewritten to contain additional information on Wage-Rate Brackets. Most borrowers may find it difficult to secure increases under the various plans and rate schedules. It is, therefore, specially important to watch for announcement of local wage-rate brackets, as these will probably be the simplest method of securing approval for increases. Section 644 has been rewritten to include a new sentence stating that merit increases and length-of-service plan increases cannot both be used with respect to a single job classification. These revisions appear on new page No. 110. Page No. 111 has been reprinted without change in text.

F. Additional Wage and Hour Offices

The Connecticut and North Carolina agencies handling the work of the Wage and Hour Division of the Department of Labor have been set out on new page No. 123.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Old pages are removed from and new pages are inserted in the War Regulations Manual by unscrewing the two plastic fasteners, turning either end of the fastener counter-clockwise, while holding the other end of the fastener stationary, so that the fastener will separate. Remove staple from this Revision and file the pages as follows:

- (a) Insert page No. 23a immediately following page No. 23
- (b) Insert pages No. 39a-39b immediately following page No. 39
- (c) Insert pages No. 49-50 immediately following page No. 48
- (d) Remove and discard pages No. 108-109. Insert in its place new pages No. 108-109
- (e) Remove and discard pages No. 110-111. Insert in their places new pages No. 110-111
- (f) Remove and discard Page No. 123. Insert in its place new page No. 123
- (g) After filing the attached pages, as outlined above, file these two pages numbered 147 and 148, summarizing the revisions and filing instructions, immediately following page No. 146. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

8/25/43 WRM

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W192
Rev. 2

UNITED STATES DEPARTMENT OF AGRICULTURE
U.S. Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

August 25, 1943

(453-471)
REA War Regulations Manual

REVISION NO. 2

I. SUMMARY OF REVISIONS

A. Sale of Material by REA Borrowers

Section (i) of Utilities Order U-1 permits the sale of certain material from a producer's inventory in accordance with the provisions of Priorities Regulation No. 13. This was discussed in Sections 123-129 of the Manual. A recent amendment to Priorities Regulation No. 13 has made necessary a revision of these sections so as to outline the sales of material by producers which are now permitted under Priorities Regulation No. 13, as amended. Sections 120-122 and Sections 130-131 are reprinted without change in text.

These sections of the Manual, as amended, should be carefully studied as they explain what preference rating is needed and the kind of sales that can now be made by REA borrowers.

B. New Procedure for Obtaining Copper Wire

As you have already been informed, WPB Order P-144 expired on July 31, 1943. Consumers may no longer apply certifications provided by this Order for the purchase of farmstead wiring material. The responsibility of making available farmstead wiring material has been transferred to the Department of Agriculture which has developed a new procedure which permits consumers to obtain an allotment of copper wire for farmstead wiring through their County War Boards.

The Department of Agriculture Regulations permit a dealer holding outstanding P-144 Certifications to obtain Copper Wire Allotment Certificates from their local USDA County War Boards to replace the original P-144 Certifications, provided that the dealer has not delivered the copper wire under the P-144 Certification. Where copper wire has been delivered under the P-144 Certification, County War Boards are not permitted to issue Copper Wire Allotment Certificates for the purpose of replacing the dealer's stock (See Sec. 141).

War Board Memorandum No. 390, Construction 24 and Supplements thereto, outlines the procedure whereby consumers may apply to County War Boards for Copper Wire Allotment Certificate.

The procedure is set forth on the attached new pages, 27-29. These pages should be carefully studied as they explain how a consumer can get copper wire and how REA borrowers can obtain copper wire for resale to farmers.

All farmstead wiring materials, except copper wire, will be obtained under the procedure established by Priorities Regulation No. 19 (Sec. 151).

Sections 152-154 of the Manual pertaining to application to WPB by consumers for priority assistance for farmstead wiring materials is here omitted but will be revised in the light of Limitation Order L-41, as amended, and will be mailed to you at an early date for insertion in the Manual.

C. Reference List No. 9.

Reference List No. 9 has been added to enable REA borrowers to readily determine, when the need arises, the cities in which OPA has local field offices and the addresses thereof.

D. Reference List No. 10.

Reference List No. 10 contains a list of industrial materials of special interest to REA borrowers that come within the definition of "industrial materials" in Priorities Regulation No. 13, discussed in Section 126.

E. Wage-Rate Brackets.

In Section 641 REA borrowers were asked to watch for announcements of local wage-rate brackets. Several regional offices of the War Labor Board have now informed us that these brackets are for the guidance of the staff of the War Labor Board only and will not be released to the public. In other regions the rates will be announced. In any case, in making application for adjustments the REA borrower should request the War Labor Board to fix local wage-rate brackets and to adjust wages under the power given to the Board to correct substandards.

F. Wage Increases for Borrowers with 30 or Fewer Employees

A newspaper account indicates that the War Labor Board has ruled that companies with 30 or fewer employees may make merit increases not exceeding 10¢ an hour during any one year for straight-time work, if the total of such increases during the year does not raise the hourly wage of all employees of the company more than an average of 5¢ per straight-time hours. These merit increases may be given without securing the approval of the War Labor Board. However, no employee may be given a higher rate of pay than the top wage paid between July 1, 1942 and June 30, 1943 for jobs of similar skill.

In other words, if the salary of stenographers has always ranged from \$80 to \$110 an employee cannot be raised beyond \$110 under this new interpretation. Further details on this new ruling as well as new regulations affecting companies with more than 30 employees will be contained in the next revision of the Manual.

G. War Manpower Commission Employment Stabilization Plans.

The material in Section 720 has been revised to reflect the changes made by the War Manpower Commission with respect to the hiring and transferring of employees. The War Manpower Commission has also announced the conditions under which an employee is to be granted a release and given a statement of availability for other employment and these conditions are set forth in Section 720. The employment stabilization plans now cover nearly all regions in the country and REA borrowers should be careful to see that the applicable regulations are complied with when new employees are hired. No man whose last regular employment was in agriculture may be hired unless he is referred to the REA borrower by the United States Employment Service. Employees can no longer transfer from essential industries to other work at the same or at a higher rate of pay by waiting 30 days. The time has been lengthened to 60 days. (Sec. 705).

H. Regional Offices - War Labor Board.

In reprinting page 123 for Revision No. 1, page 124 was inadvertently omitted. We are, therefore, enclosing a new copy of page 123-124 which contains a list of the offices of the War Labor Board.

I. Reference Lists Nos. 23 and 24.

Reference Lists Nos. 23 and 24 have been combined and certain new areas have been added to the original list of areas covered of 48-hour week. The new areas are underlined.

J. Reference List No. 25A.

The War Manpower Commission has announced a new list of critical occupations which is reprinted as Reference List No. 25A. The list of critical occupations is used both by Selective Service Headquarters in determining draft deferments and by offices of the United States Employment Services in ascertaining whether employees may transfer to other employment.

K. Tire and Tube Rationing.

There has been set up in specified areas Truck Tire Boards. Assigned to each such Board is an OPA Tire Examiner whose duty it is to determine whether tires or tubes are in need of replacement. The examiners approval is required before an application for a new tire or tube can be approved by the Local War

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Price and Ration Board where such Truck Tire Board has not been set up. The applicant for a new tire or tube must obtain approval of his application by the Local War Price and Ration Board and its inspectors (Secs. 940-941a).

Effective July 14, 1943, the eligibility of drivers for tires with mileage rations of 240 miles or less a month will be determined by the standards set forth in Section 965.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Old pages are removed from and new pages are inserted in the War Regulations Manual by unscrewing the two plastic fasteners, turning either end of the fastener counter-clockwise, while holding the other end of the fastener stationary, so that the fastener will separate. Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages Nos. 4-5. Insert in their places new pages Nos. 4-5.
- (b) Remove and discard pages Nos. 24-34b. Insert in their places new pages Nos. 24-34.2
- (c) Insert new pages Nos. 74-78 immediately following page No. 73.
- (d) Remove and discard pages No. 102-103. Insert in their places new pages Nos. 102-103.
- (e) Remove and discard pages Nos. 114-117. Insert in their places new pages Nos. 114-117.
- (f) Remove and discard pages Nos. 123-128. Insert in their places new pages Nos. 123-128.3
- (g) Remove and discard page No. 130. Insert in its place new page No. 130.
- (h) Remove and discard pages Nos. 135-136. Insert in their places new pages Nos. 135-136.1.
- (i) Remove and discard pages Nos. 141-143. Insert in their places new pages 141-143.1.
- (j) After filing the attached pages, as outlined above, file these four pages numbered 149-152, summarizing the revisions and filing instructions, immediately following page No. 148. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

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Rev. 3

UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

September 3, 1943

(455-471)
REA War Regulations ManualREVISION NO. 3

I. SUMMARY OF REVISIONS

A. Amendment of Supplementary Utilities Order U-1-c

The War Production Board has amended Order U-1-c to permit the use in U-1-c extensions of any composite-type of conductor such as Copperweld conductor, Amerductor, etc., having a conductivity equal or less than No. 4 copper conductor which is available in a borrower's inventory, or obtainable from the excess inventory of any other producer. Also, the Order, as amended, now permits secondary lines and services to use up to 55 pounds of copper in conductor, provided they can be run from a transformer now in service. If the installation of a new transformer is necessary for constructing an extension, the former limit of 30 pounds of copper for secondary lines and services is still in effect. These and other amendments to Order U-1-c appear in Sections 201 to 209.1 on the attached revised pages Nos. 35 to 39.

B. New Order U-1-f Permitting Extensions to Certain Domestic, Industrial and Commercial Consumers

A new order, U-1-f, which is set out in Sections 214 to 224 on the attached pages Nos. 40.1 to 40.5 outlines the procedure under which borrowers may extend service to consumers located in areas designated as Housing Shortage Areas. The Housing Shortage Areas are set out in Schedule A of the Order which appears in the Manual as Reference List No. 11 on page No. 80. Borrowers operating in these designated areas may be authorized to construct service extensions to domestic consumers without specific WPB approval if they are otherwise eligible under the terms of the Order.

The Order further provides that in any locality, service may be extended to an industrial or commercial consumer who is engaged in the manufacture of a product or in the conduct of a business or activity listed in Schedules I and II of CMP Regulation No. 5, as amended. Schedules I and II of CMP Regulation No. 5 are set out in Reference List No. 12 on page No. 83 of the Manual.

The Order outlines certain restrictions as to type and quantity of material that can be used in constructing extensions permitted under its terms. Borrowers should study carefully Sections 214 to

224 of the Manual to determine if they do have prospective consumers eligible for service under the terms of this Order.

C. A New Order U-1-g, for Temporary Extensions

This Order is designed to permit the construction of temporary extensions to buildings or facilities which will be used for construction or war production purposes or to buildings and facilities to be used for civic and patriotic or recreational activities.

Extensions are permitted under this Order only when it appears that the service will be for a period of ninety days or less. This Order appears in Sections 225 to 229 on page No. 40.5 of the attached revision.

D. Application to WPB by Consumers for Priority Assistance for Wiring Materials

Order L-41 has recently been amended by the War Production Board so as to change the procedure to be followed by consumers who need priority assistance from WPB for the purchase of wiring materials. If consumers are eligible for sufficient wiring material under War Board Memorandum No. 390 (Sections 140 to 150) or under Priorities Regulation No. 19 (Section 151) it will not be necessary for them to follow this procedure. The provisions of Order L-41 with respect to obtaining wiring materials are set out in Sections 152 to 155 on the attached revised pages Nos. 34.2 and 34.3.

E. Revision of Reference List No. 4

Reference List No. 4 on page No. 58, outlining the weights of various types of conductor and when specific WPB approval is necessary for the use of certain conductor in an extension, has been revised to bring this table in line with the revisions concerning the use of conductor set out in Supplementary Utilities Order U-1-c and U-1-f.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Old pages are removed from and new pages are inserted in the War Regulations Manual by unscrewing the two plastic fasteners, turning either end of the fastener counter-clockwise, while holding the other end of the fastener stationary, so that the fastener will separate. Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages Nos. 6-6a. Insert new pages Nos. 6-6.2.

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- (b) Remove and discard pages Nos. 34.2-42. Insert new pages Nos. 34.2-42.
 - (c) Remove and discard pages Nos. 57-58. Insert new pages Nos. 57-58.
 - (d) Insert new pages Nos. 80-92 after page No. 78. (Page No. 79 has been left blank but will be utilized at a future date.)
 - (e) After filing the attached pages, as outlined above, file these three pages numbered 153-155, summarizing the revisions and filing instructions, immediately following page No. 152. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

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9/25/43 WRM

UNITED STATES DEPARTMENT OF AGRICULTURE

Rural Electrification Administration

Boatmen's Bank Building

St. Louis (2), Mo.

September 25, 1943

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Rev. 4

455471

REA War Regulations Manual

REVISION NO. 4

I. SUMMARY OF REVISIONS

A. Purchase of Copper Wire for Resale to Members - CMP Regulation No. 9.

A recent regulation of the War Production Board, CMP Regulation No. 9, establishes a method whereby REA borrowers who operate retail departments or any other retailer or repairman who was in business as a retailer or repairman on August 1, 1943, may purchase copper wire. The amount that may be purchased and the procedure to be followed in purchasing wire is set forth in detail in sections 156-167 on pages 34.4 to 34.6 of the War Regulations Manual.

YOUR SPECIAL ATTENTION IS DIRECTED TO THE PROVISIONS OF SECTION 162 OF THIS REVISION WHICH SETS FORTH THE AMOUNT OF COPPER WIRE THAT MAY BE PURCHASED IN ANY CALENDAR QUARTER. THE CURRENT CALENDAR QUARTER EXPIRES SEPTEMBER 30. ACCORDINGLY, ALL REA BORROWERS WHO ARE ELIGIBLE, AND OTHER RETAILERS AND REPAIRMEN, MUST GET THEIR PURCHASE ORDERS FOR THIS QUARTER IN BEFORE SEPTEMBER 30. OTHERWISE, THEY WILL NOT BE ELIGIBLE TO PURCHASE WIRE FOR THE THIRD QUARTER. IT IS NOT NECESSARY THAT DELIVERY BE MADE OF THE WIRE ORDER AS LONG AS THE PURCHASE ORDER IS SUBMITTED ON OR BEFORE SEPTEMBER 30, TO THE SUPPLIER.

New index pages 4 and 5, are attached. Page 4 has been reprinted without change in text and page 5 contains the reference to CMP Regulation No. 9.

Page 32 has been reprinted revising the note referring to the method whereby a dealer replenishes his inventory of copper wire held for resale to refer to CMP Regulation No. 9.

Page 33 has been reprinted without change in text.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Old pages are removed from and new pages are inserted in the War Regulations Manual by unscrewing the two plastic fasteners, turning either end of the fastener counter-clockwise, while holding the other end of the fastener stationary, so that the fastener will separate. Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages Nos. 4-5. Insert new pages Nos. 4-5.
- (b) Remove and discard pages Nos. 32-33. Insert new pages Nos. 32-33.
- (c) Insert new pages Nos. 34.4-34.6 after page No. 34.3.
- (d) After filing the attached pages, as outlined above, file this page numbered 156, summarizing the revisions and filing instructions, immediately following page No. 155. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

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Rev. 5
455471

UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

October 2, 1943

REA War Regulations Manual

REVISION NO. 5

I. SUMMARY OF REVISIONS

A. Schedules I and II of CMP Regulation No. 5.

Schedules I and II of CMP Regulation No. 5 as amended May 14, 1943, have been further amended. The amended schedules are set forth in the attached revised pages 83-92. Page 82 has been reprinted without change in text.

B. Application Form WPB-2774

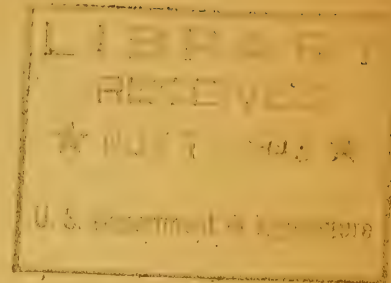
A sample application on Form WPB-2774 for a U-1-c extension over 5000 feet is set out on pages 51-51.5. This sample application should be studied carefully and used as a guide in preparing similar applications. Additional points to be followed in preparing application are given on revised page 50. Page 49 has been reprinted without change in text.

C. War Labor Board

The material dealing with cases in which the approval of the War Labor Board is needed and those in which approval is unnecessary has been revised on the attached pages 106-114 to reflect a recent change in regulations. This change somewhat eases the restrictions on wage changes, but borrowers will probably find the most helpful provision is permitting companies with less than thirty employees to make certain merit increases. Where permission is required, experience indicates that increases are more likely to be granted on the basis of wage brackets than upon other grounds.

D. Hiring of Employees

The War Manpower Commission has issued new rules which will require men last employed in certain critical occupations, or in agriculture, or outside the immediate vicinity to be referred to a borrower by the United States Employment Service before they may be hired. These are set out on the attached revised pages 115-120.2. The fact that an employee will not receive a higher wage will no longer be a ground for shifting from one job to another in essential industry. Similarly, an employee who quits a job without securing a statement of availability must now wait 60 days instead of 30 days before he will be eligible for another position.



E. Deferment of Personnel of REA Borrowers

The material in Sections 800-806 has been revised to reflect recent changes made by the National Selective Service Headquarters and the War Manpower Commission with respect to securing occupational deferments. The three requirements for occupational deferments are that an employee must (1) be engaged in an "essential activity"; (2) be engaged in an "essential occupation"; and (3) be considered a "necessary man" in war production or in support of the war effort.

These requirements are discussed in detail to enable a borrower to determine whether a basis exists for requesting deferment of a particular employee. Such deferment should be made on Selective Service Form 42A, which should be filed with the employee's Local Board. Prior to a borrower's requesting the occupational deferment of any of its personnel, the Manual, as amended, should be carefully studied.

F. Revision of Reference Lists Nos. 21 and 22

Reference Lists Nos. 21 and 22 appearing on pages 124 and 125 have been revised to bring them up to date. Pages 123 and 126 have been reprinted without change in text.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Old pages are removed from and new pages are inserted in the War Regulations Manual by unscrewing the two plastic fasteners, turning either end of the fastener counter-clockwise, while holding the other end of the fastener stationary, so that the fastener will separate. Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard page No. 6.2. Insert new page No. 6.2.
- (b) Remove and discard pages Nos. 49-50. Insert new pages Nos. 49-50.
- (c) Insert new pages Nos. 51-51.5 after page No. 50.
- (d) Remove and discard pages Nos. 82-92. Insert new pages Nos. 82-92.
- (e) Remove and discard pages Nos. 102-103. Insert new pages Nos. 102-103.
- (f) Remove and discard pages Nos. 106-118. Insert new pages Nos. 106-118.
- (g) Remove and discard pages Nos. 119-120. Insert new pages Nos. 119-120.2.
- (h) Remove and discard pages Nos. 123-126. Insert new pages Nos. 123-126.
- (i) After filing the attached pages, as outlined above, file these two pages numbered 157-158, summarizing the revisions and filing instructions, immediately following page No. 156. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

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UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

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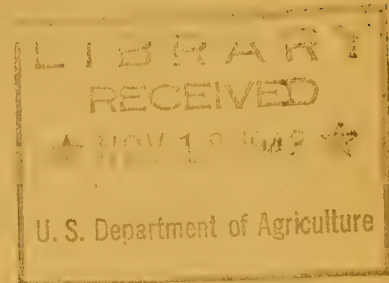
Rev. 6

455471

October 15, 1943

REA War Regulations Manual

REVISION NO. 6



I. SUMMARY OF REVISIONS

A. Order U-1 as amended September 24, 1943

1. Change in Assignment of Preference Rating

A substantial change has been made with respect to the assignment of ratings. The preference rating AA-1 is still assigned for the purchase of material (except controlled material) for maintenance, repair and for operating supplies, except for material to be used in building extensions of lines to consumers' premises. For the purchase of material, except controlled material, to be used in building extensions of lines to consumers' premises, an AA-3 preference rating is now assigned. For example, the preference rating AA-1 may be used to purchase a transformer or pole necessary to replace a defective or worn transformer or pole. However, if the transformer or pole is being purchased as a part of the installation of a new line to serve a consumer the preference rating AA-3 must be used on the purchase order. The new revised preference ratings are discussed in Sec. 110 on attached revised page 22.

Controlled material is not affected by this change in preference ratings and controlled material for use in extensions to serve new consumers is entitled to the same allotment number as material for any other maintenance, repair or operating use.

2. Change in Allotment Symbol

A new Allotment Number, U-9, is assigned for the purchase of controlled material for maintenance, repair and operating supplies instead of the former symbol MRO-U. The certification to be indorsed on all purchase orders has also been revised. These revisions appear in Secs. 111-112 of the attached revision on page 22.

3. Records of Materials Used

To clarify the provisions of Order U-1 with respect to what material, used in capital additions, should be included in records of deliveries and withdrawals, the new order divides capital additions into "Minor Capital Additions" and "Major Capital Additions". These new terms are defined on page 8 of the attached revision.

Under the amended order, the dollar value of material used in all minor capital additions, whether such minor capital addition is permitted under the provisions of Order U-1 or Supplementary Orders U-1-a to U-1-g inclusive or by specific authorization by WPB (such as an approval on Form WPB-2774), must be included in records of deliveries and withdrawals. Material used for major capital additions need not be included in records of delivery and withdrawals.

Capital additions should be clearly distinguished from property replacements. Property replacements are constructed on the basis of maintenance and repair when the facilities or equipment which is replaced is unfit or unsafe for service. The dollar limits of major and minor capital additions are not applicable in such cases. Specific applications to WPB are not necessary regardless of the cost of the replacement. In this connection, your attention is directed to the "NOTE" following the definitions on page 9 of the attached revision.

4. Purchase of Aluminum Simplified

The former provisions limiting purchases of aluminum to 100 pounds have been deleted. Aluminum may now be purchased under the terms of the new order on the same basis as other forms of controlled material.

5. Size of Meter Inventory

The new order restricts the maximum number of meters which a producer may have in his possession and which are not installed to 50 meters plus 2% of the meters installed in the producer's system as of the first day of the preceding quarter. It must be remembered that the dollar value of such meters must also be included in determining a borrower's practical working minimum inventory of all material. This new meter inventory appears in Sec. 31, on the attached revised page 12.1.

6. Short Items

The definition of short items has been redefined. The new definition appears on page 9 of the attached revision. Under the new order, it is more clearly provided that material, delivery of which is accepted under the short item provision, should be included as a scheduled delivery to practical working minimum inventory and a corresponding dollar value of some other material should be transferred on the producer's records to excess (see Sec. 61).

7. Restrictions on Use of Preference Rating and CMP Allotment Number

Schedule E of the former Order U-1, which listed certain items for which a preference rating could not be used, has been deleted. Under the new order, borrowers may not use their preference rating to obtain any item in violation of Priorities Regulation No. 3. Priorities Regulation No. 3 lists certain items for which a blanket preference rating such as the AA-1 or AA-3 rating assigned producers may not be used. This new requirement is discussed in Sec. 113 of the Manual. The items for which preference ratings may not be used are set out in Reference List No. 13 on page 93 of the attached revision.

8. Automotive Replacement Parts

Sec. 115 on page 23 of the attached revision points out that borrowers may not use their AA-1 and AA-3 preference rating to obtain automotive replacement parts but Sec. 116 sets out a procedure which may be used for emergency orders of automotive replacement parts.

B. Farmstead Wiring Material - 4th Quarter Allotment under War Board Memorandum No. 390

1. The former procedure outlined in Sec. 141 in the Manual permitting P-144 certificates to be replaced by copper wire allotment certificates (CMP 361) has been revoked. Farmers who have not received delivery of copper wire on P-144 certificates should be instructed to file new applications on Form CW-200. This new provision appears in revised Sec. 141 of the attached revised Manual page 27. Page 26 has been reprinted without change in text.

C. Order U-1-f as Amended September 30, 1943

1. Service to Schools, Hospitals and Churches - Installation of Third Wire to Existing Two Wire Service

Under Order U-1-f, as amended, it is permissible for service to be extended to schools, churches or hospitals. The amended order also permits the installation of third wire extensions to existing two wire services. The order, as amended, deletes the former prohibition on enlarging a service already installed. The areas in which service may be extended have been enlarged to incorporate many new communities. These revisions appear on the attached revised pages.

NOTE: Your attention is directed to the provisions of CMP 9 discussed in Secs. 156-167. Under the terms of this regulation, schools, churches or hospitals may purchase house wiring materials from retail dealers even though such schools, churches or hospitals have no preference rating for such purchase.

D. Purchase of Transformers Under Group Purchase Plan

WPB Order L-117 has been revoked. It has been superseded by Order M-293, accordingly, Secs. 118-119 of the Manual with respect to the purchase of transformers under Group Purchase Plan have been rephrased. The procedure remains substantially the same. It should be noted, however, that borrowers should now specify the name of the manufacturer and whether the order is placed under the Group Purchase Plan or otherwise.

E. Deferments of Personnel of REA Borrowers - Seasonal Deferments

A new provision under the Selective Training and Service Act providing for seasonal deferments has been incorporated in Sec. 805 of attached page 120.1. No other changes appear on page 120.1 and page 120.2 has been reprinted without change in text.

F. General

1. Reference List No. 2

Certain minor changes in the language have been made on page 55 of Reference List No. 2. This has been necessary as a result of the change from the 3rd to the 4th quarter. The procedure outlined in this Reference List remains substantially the same. Page 56 has been reprinted without change in text.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages 4-14. Insert in their places new pages 4, 5, 6, 6.1, 6.2, 6.3, 7, 8, 9, 9.1, 10, 11, 12, 12.1, 13 and 14.
- (b) Remove and discard pages 17-18. Insert in its place new pages 17 and 18.
- (c) Remove and discard pages 20-23a. Insert in their places new pages 20, 21, 22, 23, 23.1, 23.2.
- (d) Remove and discard pages 26-29. Insert in their places new pages 26, 27, 27.1, 28 and 29.
- (e) Remove and discard pages 34.4-34.5. Insert in its place new pages 34.4 and 34.5.
- (f) Remove and discard pages 40.1-40.2. Insert in its place new pages 40.1 and 40.2.
- (g) Remove and discard page 40.5. Insert in its place new page 40.5.
- (h) Remove and discard pages 47-48. Insert in its place new pages 47 and 48.
- (i) Remove and discard pages 55-56. Insert in its place new pages 55 and 56.
- (j) Remove and discard pages 80-83. Insert in their places new pages 80, 81, 82 and 83.
- (k) Remove and discard page 92. Insert in its place new pages 92, 93, 94, 95 and 96.
- (l) Remove and discard pages 120.1-120.2. Insert in its place new pages 120.1 and 120.2.
- (m) After filing the attached pages, as outlined above, file these five pages numbered 159, 160, 161, 162 and 163, summarizing the revisions and filing instructions, immediately following page No. 158. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 6 are missing in the copy you receive you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor.

UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

December 18, 1943

REA War Regulations Manual

REVISION NO. 7LIBRARY
CURRENT SERIAL RECORD

OCT 9 1944

U. S. DEPARTMENT OF AGRICULTURE

I. SUMMARY OF REVISIONS

A number of important changes have been made in the various orders issued by WPB affecting the construction of extensions and the purchase and use of material. In most instances, the orders have been liberalized and now permit much construction which heretofore has been restricted. So that you may take advantage of construction that is now permitted under these new regulations, it is recommended that you carefully study the attached pages.

A. Order U-1-c as amended December 10, 1943.

1. U-1-c, as amended, permits the purchase from suppliers of copper and aluminum conductors as well as steel wire for use in primary lines, as well as secondary lines and services, and no longer restricts the amount of copper and aluminum in secondary lines and services. It is now permissible to use for both primary and secondary lines and service drops (1) any type or size of conductor which can be obtained from the excess inventory of any producer, or (2) if such conductor must be obtained from a manufacturer or dealer, any type or size of conductor having conductivity equal to or less than that of No. 6 AWG copper may be purchased and used. Note paragraph 3 of Sec. 208 of the attached Revision.

2. References in the order to "County War Board" have been revised to refer to "County Agricultural Conservation Committee" in line with the recent reorganization within the Department of Agriculture whereby the U-1-c functions of the County War Boards have been transferred to County Agricultural Conservation Committees.

3. Goats and kids have been added to Schedule I of the Order and now may be included in determining animal units.

B. Order U-1-f, as amended December 10, 1943.

1. Eligibility of consumers

The most important change in Order U-1-f is the eliminating of the requirement that domestic extensions could be constructed only in certain designated areas. Under the Order as it now

reads, a domestic extension can be constructed to serve any consumer provided not more than 1000 conductor feet is needed. No animal units and no specific test of eligibility must be met by a consumer before such an extension can be constructed. Service to industrial and commercial consumers has been broadened to include certain industries not listed on Schedules I and II of CMP Regulation 5. This is set out in Sec: 217.1 of the attached Revision.

2. Permitted types of conductor

The former restrictions on the use of conductor have been eliminated. It is now permissible in the case of domestic extensions to use any type or size of conductor which can be obtained from your inventory or from the excess inventory of any producer. If such conductor must be obtained from a manufacturer or dealer, any type or size of conductor which has a conductivity equal to or less than that of No. 6 AWG copper may be purchased and used. In the case of conductor for commercial and industrial extensions, there is no restrictions as to size, type and amount of conductor that can be used providing it is the smallest size and quantity of conductor required to furnish service at minimum standards.

3. Extensions to Two or More Domestic Consumers - Averaging of Permitted Amounts of Conductor

Under Order U-1-f the length of an extension to serve two or more domestic consumers may be averaged. Even though one consumer in the group would require more than 1000 conductor feet, the extension may be built if the total conductor length of the entire extension does not exceed an average of 1000 conductor feet per consumer. No extension to serve two or more consumers may be built in this manner without specific approval from WPB on Form 2774 if the total cost of materials exceeds \$500 for overhead construction or \$1500 for underground construction. See Sec. 219.

C. Order U-1-h, as amended October 30, 1943

1. Construction permitted by Order U-1-h

This is a new order and permits construction in certain cases where the cost of material involved exceeds \$500 but is less than \$5000. Its general effect is to permit construction where material cost is in excess of \$500 that otherwise would be eligible under the terms of Orders U-1-a, U-1-d and U-1-f.

2. Preference Rating and Allotment Number

Order U-1-h assigns a Preference Rating of AA-3 and an Allotment Number, U-9. This preference rating and allotment

number must be used, together with the special certification provided for in Order U-1-h, in purchasing material for constructing extensions under the authority of this Order. This is explained in Secs. 232-234 of the attached Revision. Your particular attention is directed to the necessity of obtaining a statement from the builder as required by Order L-41 and discussed in Sec. 237. Although the preference rating and allotment number assigned by Order U-1-h are designated the same as the rating and allotment number assigned by Order U-1 for purchasing materials for construction of extensions under the other Supplementary U-1 Orders, it should be definitely understood that the preference ratings and allotment number assigned by Order U-1 cannot be used for purchasing material to be used in constructing an extension authorized by Order U-1-h.

It is recommended that you study the provisions of this Order set out in Secs. 230-237 very carefully as, in many instances, construction may be performed under the authority of this Order thus obviating the necessity of applying to WPB for approval.

D. Order U-1-b rescinded December 10, 1943.

Order U-1-b, which authorized the constructing of extensions to serve electric ranges under certain circumstances, has been rescinded. The construction of extensions to serve electric ranges is now incorporated in Orders U-1-d and U-1-f.

E. Application of Preference Ratings and Allotment Numbers

The different types of certifications that must be used by borrowers in applying the preference rating or allotment number assigned by Order U-1, U-1-h or specifically assigned by the War Production Board have been set out in detail in Secs. 108-112 of the attached Revision. Also included is the form of certification to be used when WPB specifically approves construction but assigns no preference rating or allotment number and instructs the borrower to purchase material from another producer.

F. Tools and Safety Equipment for Employees

A recent Direction to Priorities Regulation No. 3 develops a procedure whereby employees may use a borrower's preference rating to purchase certain specified tools and safety equipment. This procedure is set out in Secs. 215-217 of the attached Revision.

G. Purchase of Domestic Watthour Meters under Group Purchase Plan

WPB Order L-151 restricts the delivery of new watthour meters of 25 ampere and smaller rating. The order does not apply to

purchases of meters from other producers or from suppliers other than manufacturers. The effect of this order is discussed in Secs. 119-119.2 of the attached Revision.

H. War Board Memorandum 390

War Board Memorandum 390 which sets out the procedure for obtaining farmstead wiring material has not been changed. It is expected, however, that the Department of Agriculture will shortly revise this memorandum to refer to County Agricultural Conservation Committees rather than County War Boards. Another revision to the Manual will be issued at this time covering this.

I. CMP Regulation No. 9 - Copper Wire for Retail Dealers including REA Borrowers, for Resale

The provisions of CMP Regulation No. 9 which provides a means whereby REA borrowers and other retail dealers may obtain copper wire for resale have been amended. Under this Regulation, as amended, repairmen may no longer obtain copper wire. Repairmen obtain necessary copper wire under a new regulation, CMP Regulation No. 9A. Under the amended regulation, the amount of copper obtainable by a dealer in any calendar quarter has been reduced to a maximum of \$50 or, if such retailer was also in business during 1941, to 1/16 of the amount sold by the dealer during 1941. The order as amended is set out in Secs. 156-164 of the attached Revision.

J. CMP Regulation No. 9A - Parts and Materials for Repairmen, including REA Borrowers

CMP Regulation No. 9A has been issued by the War Production Board to establish a procedure whereby electricians and anyone else in the business of making repairs on electrical equipment, including REA borrowers, may buy materials and parts without applying to WPB for an allocation. The forms and shapes of the materials that may be purchased are set out in Reference List No. 15, page 100 of the attached Revision. Material purchased under the authority of this order may not be sold as new material but must be used solely in repair work. Repairmen, including REA borrowers engaged in such repair work, may buy up to \$150 worth of copper wire in any calendar quarter, or 1/8 of what they used in making repairs in 1941, based on the dollar value, whichever is more. This new regulation is discussed in Secs. 167-175 of the attached Revision.

K. Construction of Buildings for Offices, Garages, Warehouses, etc.

The construction of buildings to be used as offices, garages, warehouses, etc. is subject not only to the provisions of Order U-1 but Order L-41. Order L-41 was recently amended and the effect of its provisions on new construction contemplated by borrowers is discussed in Secs. 280-286 of the attached Revision. With respect

to new construction by consumers, reference should be made to Sec. 299 of the attached Revision.

L. Deletion of Reference Lists Nos. 3 and 11

Reference List No. 3 which outlined the procedure to be followed by borrowers in filing applications to serve war housing projects, etc. has been deleted. This has been done because the procedure now followed by the Office of War Utilities requires all applications for the construction of extensions to be made on Form WPB 2774 and submitted to the Office of War Utilities.

Reference List No. 11 which set out the localities in which construction of extensions to serve domestic consumers was authorized under Order U-1-f has been deleted. This has been done because under Order U-1-f, as amended, a domestic consumer who is otherwise eligible under Order U-1-f may be served in any locality.

M. Addition of New Reference Lists

Two new reference lists have been added - Reference List No. 14 and Reference List No. 15. Reference List No. 14 is a reproduction of WPB Form No. 3348 to be filed by borrowers in certain cases when constructing extensions under the authority of Order U-1-d or Order U-1-h. It appears on pages 98-99 of the attached Revision and may be reproduced by borrowers.

Reference List No. 15, which appears on pages 100-100.2 of the attached Revision, sets out the form and shape of the material which may be purchased by a repairman, including an REA borrower, under CMP Regulation No. 9A which is discussed in Secs. 167-175 of the attached Revision.

N. War Labor Regulations - Bonuses

Recent regulations issued by the Commissioner of Internal Revenue on the subject of bonuses payable to employees are summarized in Sec. 627. The regulations of the War Labor Board on this subject are found in Sec. 625.

O. War Labor Regulations - Areas under 48-hour Week

New areas are constantly being added to Reference Lists Nos. 23 and 24. You should examine these lists in order to discover whether the particular area served by you has now been included. If it has, then the regulations set forth with respect to the 48-hour week in Secs. 730-733 are applicable.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

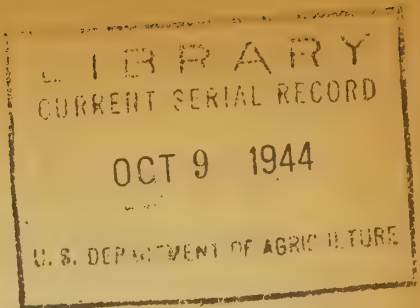
- (a) Remove and discard pages 4-27.1. Insert instead new pages 4, 5, 6, 6.1, 6.2, 6.3, 7, 8, 9, 9.1, 10, 11, 12, 12.1, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 23.1, 23.2, 23.3, 23.4, 23.5, 23.6, 23.7, 24, 25, 26 and 27.
- (b) Remove and discard pages 34.2-50. Insert instead new pages 34.2, 34.3, 34.4, 34.5, 34.6, 34.7, 34.8, 35, 36, 37, 38, 39, 40, 40.1, 40.2, 40.3, 41, 42, 43, 44, 45, 46, 47, 48, 49 and 50.
- (c) Remove and discard page 51.4. Insert new page 51.4.
- (d) Remove and discard pages 55-58. Insert instead new page 55, on the reverse side of which appears page 58.
- (e) Remove and discard pages 65-73. Insert instead new pages 65, 66, 67, 68, 69, 70, 71, 71.1, 71.2, 72 and 73.
- (f) Remove and discard pages 78-83. Insert new page 78. Page 83 appears on the reverse side.
- (g) Remove and discard pages 92-96. Insert instead new pages 92, 93, 94, 95 and 96.
- (h) Insert new pages 98, 99, 100, 100.1 and 100.2 after page 96.
- (i) Remove and discard pages 110-111. Insert instead pages 110, 110.1 and 111.
- (j) Remove and discard pages 125-128. Insert instead pages 125, 126, 127 and 128.
- (k) After filing the attached pages as outlined above, file these six pages, numbered 164, 165, 166, 167, 168, and 169, summarizing the revisions and filing instructions, immediately following page 163. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 7 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

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Cap 2

UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis, Mo.



May 8, 1944

REA War Regulations Manual

REVISION NO. 10

I. SUMMARY OF REVISIONS

A. Purchase of Transformers Under Group Purchase Plan

Pursuant to Directive No. 1 to Order U-1, REA borrowers and other producers may not purchase a new transformer of 5 KVA or smaller directly from a manufacturer without first having the purchase order authorized by the Regional Utility Engineer. The procedure for obtaining such authorization from Regional Utility Engineers is set out in the attached revised Secs. 121-121.8.

B. Sale of Material by REA Borrowers

The rules for obtaining approval of the Administrator in connection with the sale of material by REA borrowers have been rewritten to emphasize the information that should be submitted to the Administrator for his consideration in approving sales of material. These revised rules are set out in Sec. 124.

C. Purchase of Farmstead Wiring Material

Special Services Memorandum No. 17 - Construction 33 has been replaced by Special Services Memorandum No. 54 - Construction 38. The revised memorandum is set out in Secs. 140-150. The amount of copper wire available for farmstead wiring remains substantially the same. However, the new memorandum contains provisions for making available farmstead wiring for U-1-f and U-1-i consumers.

D. Priorities Regulation No. 19

Priorities Regulation No. 19 has been completely revised. It now permits members to obtain the supplies and materials listed therein up to a maximum of \$50 without first obtaining specific approval from the County Farm Rationing Committee. However, under the regulation as revised, farmers are no longer authorized to purchase weatherproof or BX cable. Such purchases must be made pursuant to CMP Regulation No. 9, discussed in Secs. 152-164, or pursuant to an allotment obtained from the County Agricultural Conservation Committee, as outlined in Secs. 140-150. The regulation as revised appears in Sec. 151.

E. CMP Regulation No. 9A

This regulation has been amended to permit the use of up to \$25.00 worth of material in the installation of cooking equipment. The amended portions of the regulation are set out in Sec. 172.

F. Additions to Plant - Major and Minor Additions

The restrictions on major and minor plant additions are set out in detail in new Secs. 190-199. This material formerly appeared in other sections of the Manual but it has been grouped under this one heading for convenience.

G. Amendments to Supplementary Utilities Orders

1. Extensions Under Order U-1-c

1. "Estimated production of livestock" may no longer be used in computing the number of animal units. The former table listing "estimated production of livestock" has been included in the table listing "livestock on hand". Only "livestock on hand" may be used. This does not mean that livestock which a farmer has already purchased or actually contracted to purchase does not constitute "livestock on hand." If a farmer can show to his County Agricultural Conservation Committee a written agreement accepted by a prospective supplier for delivery of livestock, the livestock represented on the purchase agreement may be counted as livestock on hand. Mere intention to purchase livestock, however, is not sufficient to justify the inclusion of the intended purchase as animal units on hand.
2. The length of any continuous extension built in any calendar quarter, including any part built by or for the consumer, may not exceed 5,000 feet and the cost of material may not exceed \$1500. Additions to extensions may not be constructed until the following quarter if the addition brings the total length of the extension to over 5,000 feet. Calendar quarters are defined in Section 2 of the War Regulations Manual.
3. The form of certification to be executed by the County Agricultural Conservation Committee has been revised.
4. Construction of extensions permitted by Order U-1-c prior to this amendment may be completed if construction other than right-of-way clearing was started prior to April 6, 1944. County Agricultural Conservation Committee certifications on the old form are no longer valid unless construction has been started. Construction authorized on Form WPB-2774 is not affected by the amendment and may be completed whether or not construction has been started.
5. Applications for permission to construct U-1-c extensions in excess of 5,000 feet or \$1500 will be favorably considered by the Office

of War Utilities only if the extension meets the following requirements:

- (a) Each consumer must have on hand ten or more milk cows or 750 or more laying hens. The consumers still must have on hand one animal unit for each 100 feet of line to be constructed. However, the ten or more milk cows or 750 or more laying hens may be included in determining the number of animal units. If the extension meets these requirements, other farms with less than ten milk cows or 750 laying hens may be included in the application but the animal units on such farms will not be considered by WPB in processing the application.
- (b) All applications must be accompanied by a certification from the County Agricultural Conservation Committee on the revised form. The County Committee should also certify the number of cows or laying hens possessed by each farm possessing more than ten cows or 750 laying hens.

2. Extensions Under Order U-1-d

- 1. Restrictions on constructing extensions primarily to serve cooking appliances have been deleted from the order, and such extensions may now be made on the same basis as any other extension.
- 2. Agricultural consumers whose premises are being built or re-modeled pursuant to Order L-41 are no longer eligible for service under Order U-1-d. They must apply under Order U-1-c.
- 3. The cost of material for any continuous extension built in any calendar quarter, excluding any part built by or for the consumer, may not exceed \$1500. An extension may be added in the next calendar quarter, providing it does not use over \$1500 worth of material, exclusive of any part built by or for consumer.

3. Extensions Under Order U-1-f

- 1. Service may be extended to domestic consumers with no more than 500 feet of extension per consumer including secondary and service drop, provided no primary line or transformer installation is required. Permissible sizes of conductor remain unchanged.
- 2. Schools and churches may no longer be served under U-1-f (except as provided in paragraph 3 below). New transformer installations and extensions of primary line as well as secondary line are permissible to serve the other industrial or commercial consumers eligible in the former order. Service must be rendered at minimum standards, using the smallest sizes and quantities of equipment.

3. Extensions may be made to serve industrial or commercial consumers not listed in the former order, provided the length of extension does not exceed 500 feet. For such consumers no extension of primary line or transformer installations are permitted.
4. The cost of material for any continuous extension built in any calendar quarter, including the cost of material for any part built by or for the consumer, may not exceed \$1500. In the following calendar quarter an electrical extension using not more than \$1500 worth of material may be added to the extension built in the preceding calendar quarter.
5. Construction of extensions permissible under Order U-1-f prior to this amendment may be completed if construction other than right-of-way clearing was started prior to the date of this amendment.

4. Extensions Under Order U-1-h

The amendment to Order U-1-h has deleted schools, churches, and hospitals, and the manufacturers or businesses listed in Schedules I and II of CMP Regulation No. 5 from the list of consumers which may be connected. Extensions under Order U-1-h may now be constructed only to serve premises occupied exclusively by the Army, Navy, Maritime Commission, War Shipping Administration, or Civil Aeronautics Authority, and to serve premises, the construction of which requires approval under Order L-41.

Agricultural consumers whose premises are being rebuilt or remodeled on authority issued under Order L-41 are not eligible for electric service under Order U-1-h. The eligibility of such consumers for extensions must be determined under Order U-1-c.

Construction of extensions permitted under Order U-1-h prior to this amendment may be completed if construction other than right-of-way clearing was started prior to the date of this amendment.

H. Construction by Consumers

Order L-41 was recently amended to provide that the \$1,000 limitation on farm construction does not apply to the house but that the farmhouse is subject to a \$200 limitation. The provisions of this amendment to Order L-41 are set out in Sec. 299.

I. Reference List No. 1

The form of certification set out on page 51.4 in Reference List No. 1 has been amended to reflect the new type of certification now required by Order U-1-c.

J. Reference List No. 5

The War Housing Standards were amended May 1, 1944. These Standards, as amended, are incorporated in the new revised Reference List No. 5.

K. Reference List No. 6.

A current and more inclusive list of WPB field offices has been incorporated in Reference List No. 6.

L. Reference List No. 8

Reference List No. 8, setting forth the WPB Regional Utility Inventory Control Offices, has been revised to set forth changes in personnel and addresses of the Regional Utility Engineers and a new office established in Washington, D. C.

M. Reference List No. 9

Reference List No. 9, setting forth OPA field offices, has been revised to reflect current changes in addresses.

N. Reference List No. 12

Reference List No. 12, setting forth Schedules I and II of CMP Regulation No. 5, has been amended to reflect the most recent revision to these Schedules.

O. Reference List No. 13

Reference List No. 13, setting forth List B of Priorities Regulation No. 3, has been amended to reflect the April 25, 1944 Revision of Priorities Regulation No. 3.

P. Reference List No. 15

Reference List No. 15 has been revised to reflect the most recent amendment to Schedule 1 of CMP Regulation No. 9A.

Q. Wage Increases-Commissioner of Internal Revenue

The material in Secs. 660-668 dealing with wage increases of executive, administrative or professional employees including managers or superintendents in which the approval of the Commissioner of Internal Revenue is needed and those in which approval is unnecessary has been included in the Manual to reflect recent regulations. If a borrower is in doubt whether its salary policy comes within these regulations, it should request approval from the appropriate regional office of the Commissioner of Internal Revenue.

R. New Positions

Approval of the Commissioner of Internal Revenue must be obtained for a new job classification set up after October 3, 1942 unless the rate set up is not in excess of the minimum for similar job classifications within the organization or if no such rate is available for a similar position within the local area on September 15, 1942.

S. Vacation Pay

Pay in lieu of vacation to employees receiving not in excess of \$7,500 a year does not require approval if computed in accordance with established vacation policy established prior to October 3, 1942, if computed at the straight time rate for the normal unextended work week; otherwise, approval is required.

T. Overtime Pay

Payment of overtime to managers or superintendents and others subject to the jurisdiction of the Commissioner of Internal Revenue constitutes such an increase as to require approval unless it was the borrowers' customary practice prior to September, 1942 to make such payments and the rate and scheduled number of overtime hours have not been changed.

U. Deferment of Personnel of REA Borrowers

The material in Secs. 803-813 has been revised to reflect recent changes made by the National Selective Service Headquarters and the War Manpower Commission with respect to securing occupational deferments. As a general rule, men under 26 years of age will not be given deferments. However, in exceptional cases Form 42-A Special may be filed for the deferment of such men and if recommended by the State Director of Selective Service a deferment may be obtained.

Men over 26 years of age may obtain deferments provided they are (1) engaged in an "essential activity", (2) are employed in an "essential occupation" and/or "critical occupation", and (3) are considered a "necessary man" in war production or in support of the war effort. Such deferments should be requested on Selective Service Form 42-A.

In the event of an appeal being taken, it should be made within 10 days after the receipt by the registrant of his IA classification otherwise this right is waived. Prior to a borrower taking any action regarding occupational deferments of any of its personnel, the Manual, as amended, should be carefully studied.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages 1-2. Insert new pages 1-2.
- (b) Remove and discard pages 6-6.3. Insert instead new pages 6, 6.1, 6.2 and 6.3.
- (c) Remove and discard pages 15-19. Insert new pages 15-16. (There are no new pages 17-19).
- (d) Remove and discard pages 23.3-34.3. Insert instead new pages 23.3, 23.4, 23.5, 23.6, 23.7, 23.8, 24, 25, 26, 27, 28, 29, 30, 30.1, 31, 32, 33, 33.1, 33.2, 33.3, 33.4, 33.5, 33.6, 34, 34.1, 34.2, and 34.3.
- (e) Remove and discard pages 34.6-48. Insert instead new pages 34.6, 34.7, 34.8, 35, 35.1, 36, 36.1, 37, 37.1, 38, 38.1, 39, 39.1, 40, 41, 42, 43, 44, 45, 46, 47, and 48.
- (f) Remove and discard page 51.4. Insert new page 51.4.
- (g) Remove and discard pages 61-62. Insert instead new pages 61, 62, and 63. (There is no new page 64.)
- (h) Remove and discard pages 65-71.2. Insert instead new pages 65, 65.1, 66, 66.1, 67, 67.1, 68, 68.1, 69, 69.1, 70, 70.1, 71, and 71.1. (There is no new page 72.)
- (i) Remove and discard pages 73-77. Insert instead new pages 73, 73.1, 74, 75, 76, and 77. (There are no new pages 78-82.)
- (j) Remove and discard pages 83-97. Insert instead new pages 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, and 97.
- (k) Remove and discard pages 100-100.2. Insert instead new pages 100, 100.1, and 100.2.
- (l) Remove and discard pages 102-107. Insert instead new pages 102, 103, 104, 105, 106, and 107.
- (m) Remove and discard pages 111.1-113. Insert instead new pages 111.1, 111.2, 111.3, 111.4, 111.5, 112, 113, and 113.1.
- (n) Remove and discard pages 120.1-120.2. Insert instead new pages 120.1, 120.2, 120.3, and 120.4.

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(o) Remove and discard pages 131-132. Insert new pages 131-132.

(p) After filing the attached pages as outlined above, file these 8 pages, numbered 175, 176, 177, 178, 179, 180, 181, and 182 summarizing the revisions and filing instructions, immediately following page 174. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No.10 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division Office of the Solicitor, Boatmen's Bank Building St. Louis 2, Missouri.

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UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
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St. Louis, Mo.

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U. S. DEPARTMENT OF AGRICULTURE

May 31, 1944

REA War Regulations Manual

REVISION NO. 11

I. SUMMARY OF REVISIONS

A. Order U-1-c as amended May 15, 1944

New Secs. 211.3 - 211.5 have been added on page 37 of the attached revision to set out the May 15 revision Order U-1-c. This revision merely outlines exceptions for certain extensions and was discussed in detail in Advance Release No. 5 dated May 15, 1944.

B. Purchase of Farmstead Wiring Material

Sections 142 - 144 have been rewritten to eliminate the reference to the obtaining of small purchases of copper wire pursuant to Priorities Regulation No. 19, since Priorities Regulation No. 19 no longer authorizes the purchase of copper wire. Except for these changes, pages 25, 26, 27 and 28 have been reprinted without change in text.

C. Reference List No. 12

Reference List No. 12 has been reprinted to show Schedules I and II of CMP Regulation No. 5, as amended to May 15, 1944.

D. Gasoline Rationing

The procedure whereby a borrower applies for an increase in its gasoline allotment has been revised to reflect the form now required to be executed by the Office of Defense Transportation in some cases. The reference to the new form appears in Secs. 982 - 985. Otherwise, pages 143 - 143.1 have been rewritten without change in text.

E. Electric Ranges

Order L-23-b was recently amended to set forth a new procedure in the obtaining of electric ranges. This new procedure is set out in Sec. 1200 on pages 145 - 145.1 of the attached revision.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

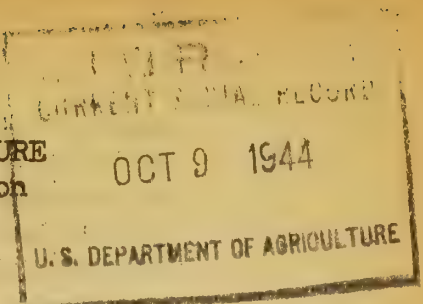
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- (a) Remove and discard pages 6.2-6.3. Insert new pages 6.2 and 6.3.
- (b) Remove and discard pages 25-28. Insert new pages 25, 26, 27 and 28.
- (c) Remove and discard pages 37-37.1. Insert new pages 37 and 37.1.
- (d) Remove and discard pages 83-92. Insert new pages 83, 84, 85, 86, 87, 88, 89, 90, 91, and 92.
- (e) Remove and discard pages 143-143.1. Insert new pages 143 and 143.1.
- (f) Remove and discard page 145. Insert new pages 145 and 145.1.
- (g) After filing the attached pages as outlined above, file these two pages numbered 183 and 184, summarizing the revisions and filing instructions, immediately following page 182. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 11 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

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UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis, Mo.



July 18, 1944

REA War Regulations Manual

REVISION NO. 12

I. SUMMARY OF REVISIONS

A. Applications to WPB on Form 2774 as amended June 1, 1944

Reference List No. 1 has been amended to incorporate the revised Form 2774 application. The form follows substantially the former form and the major changes are discussed on pages 50-50.1 of the attached Revision.

There is also attached a new form of certification to be used by County Agricultural Conservation Committees in certifying applications approved after June 1, 1944, as eligible for U-1-c extensions where there is more than one applicant. Using one certification avoids the burdensome requirement of furnishing individual certifications for each application. This form of certification appears on page 51.4 and may be reproduced.

IMPORTANT: This form of certification is applicable, however, only for applications approved since June 1, 1944, on the basis of the animal units set out in the April 6 amendment to U-1-c. In those cases where applications are submitted on the basis of estimated production as was permitted prior to the April 6 amendment to U-1-c, the old type of certification must be used.

It is important that all future applications be prepared on the new 2774 form which may be obtained from the War Production Board offices. The various WPB offices are set out in Reference List No. 6, pages 65-71.1 of the Manual. To avoid possible use of the old copies of the form, it is suggested that you destroy any you may now have.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

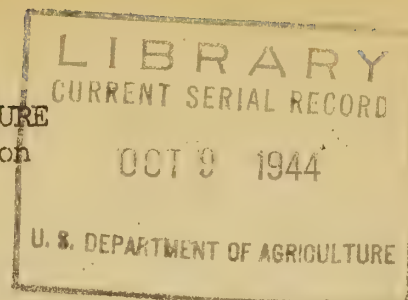
- (a) Remove and discard pages 49-51.4. Insert ~~new~~ pages 49, 50, 50.1, 51, 51.1, 51.2, 51.3 and 51.4.
- (b) After filing the attached pages as outlined above, file these two pages numbered 185 and 186, summarizing the revisions and filing

instructions, immediately following page 184. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 12 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

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UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis, Mo.



August 5, 1944

REA War Regulations Manual

REVISION NO. 13

I. SUMMARY OF REVISIONS

A. Use of Abbreviated Allotment Number U-2 and AA-3 Preference Rating Instead of Ratings Assigned on 2774 Applications Issued on or before June 10, 1944

Direction 2 to Order U-1 dated July 18, 1944, sets out a procedure permitting the use of the abbreviated Allotment Number U-2 for purchases of controlled material instead of the allotment number assigned on 2774 applications approved prior to June 10, 1944. This same direction outlines the method for cancelling controlled material balances and assigns a preference rating of AA-3 for purchases of material in excess of that included in a 2774 application. The provisions of this Direction are set out in new Secs. 123-123.6.

B. Right-of-Way Requirements

A new Sec. 400 has been incorporated in the Manual setting forth the right-of-way requirements for the constructing of extensions.

C. Reference List No. 2

Reference List No. 2, which sets forth the procedure to be followed in applying for permission to exceed inventory restrictions, has been revised to reflect a change in the type of information the War Production Board requests in considering applications of this nature.

D. Reference List No. 16

A new Reference List No. 16 has been prepared outlining the procedure whereby a borrower assigns its allotment number and preference rating to contractors to enable the contractor to purchase the material necessary for either new construction or maintenance and repair.

E. PRIORITY REFERRAL PLAN

Effective July 1, 1944, the War Manpower Commission placed in operation a nation-wide system of priority referrals which provides that employers, including REA borrowers, in labor shortage areas must hire all male workers from those referred by WMC's United States Employment Service. The material in Secs. 702-724 reflects this new requirement.

F. REFERENCE LIST NO. 23

Reference List No. 23 has been revised to reflect the various areas designated as labor shortage areas under the priority referral plan. This reference list likewise indicates whether a particular area is subject to the 48 hour week requirement.

G. REFERENCE LIST NO. 24

Reference List No. 24 has been revised to reflect recent changes of address in the regional offices of the War Manpower Commission.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages 4-5. Insert new pages 4-5.
- (b) Remove and discard pages 6.2-6.3. Insert new pages 6.2-6.3.
- (c) Remove and discard pages 9-9.1. Insert new pages 9-9.1.
- (d) Remove and discard pages 23.7-24. Insert new pages 23.7, 23.8, 23.9, 24 and 24.1.
- (e) Remove and discard page 48. Insert new pages 48-48.1.
- (f) Remove and discard pages 57-58. Insert new pages 57-58.
- (g) Insert new pages 100.4, 100.5 and 100.6 immediately following page 100.2.
- (h) Remove and discard pages 102-103. Insert new pages 102-103.
- (i) Remove and discard pages 114-118. Insert new pages 114, 115, 116, 116.1, 117 and 118.
- (j) Remove and discard pages 125-128. Insert new pages 125, 126, 126.1, 126.2, 126.3, 127, 127.1, 127.2 and 128.
- (k) After filing the attached pages as outlined above, file these three pages numbered 187, 188 and 189, summarizing the revisions

8/5/44

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and filing instructions, immediately following page 186. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 13 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

1. The first part of the paper is devoted to a general discussion of the problem of the existence of solutions of the system of equations (1) for arbitrary values of the parameters α and β . It is shown that the system has solutions for all values of the parameters α and β if and only if the condition $\alpha + \beta = 1$ is satisfied. In this case the solutions are unique and can be found by the method of successive approximations.

August 10, 1944

REA War Regulations Manual

REVISION NO. 14

1. SUMMARY OF REVISIONS

A. Purchase of Transformers Under Group Purchase Plan.

Directive No. 1 to Order U-1 was amended August 1, 1944. Under the revised procedure new transformers of 5 KVA or smaller may not be purchased from a manufacturer without first receiving approval on Form WPB-3782. Form WPB-3782 applications must be filed with the Regional Utility Engineer of the borrower's region. This new procedure is set out in Secs. 121-121.8 of the attached Revision. Inasmuch as WPB-3782 Forms may not be available in all WPB district offices, a copy of this form is set out in Reference List No. 17, pages 100.8-100.9, of the attached Revision. Until forms are readily obtainable, it may be reproduced by borrowers in preparing applications.

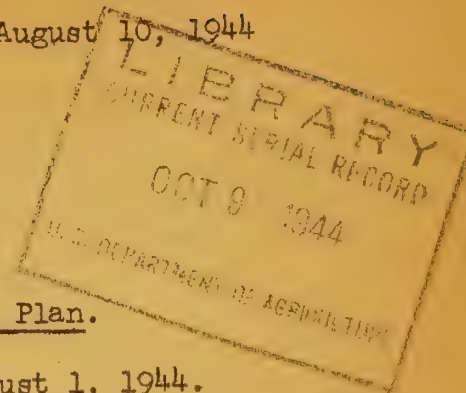
This revised procedure is not effective until August 15, 1944. Prior to that date purchase orders for the delivery of new distribution transformers of 5 KVA and smaller may be placed if the borrower's inquiry to the Regional Utility Engineer has been stamped "approved for manufacture" in accordance with the provisions previously set out in the War Regulations Manual. Applications may be made on Form WPB-3782 prior to August 15, 1944, however, and when approved, may accompany a purchase order instead of the procedure of having the purchase order stamped by the Regional Utility Engineer.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages 6.2-6.3. Insert new pages 6.2-6.3.
- (b) Remove and discard pages 23.5-23.6. Insert new pages 23.5-23.6.
- (c) Insert new pages 100.8-100.9 immediately following page 100.6.
- (d) After filing the attached pages as outlined above, file this page numbered 190, summarizing the revisions and filing instructions, immediately following page 189. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above mentioned pages of Revision No. 14 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.



UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

November 22, 1944

REA War Regulations Manual

REVISION NO. 15

NOTE: The changes set out in the attached revised pages reflect the amendments made to Order U-1 and the supplementary utilities orders on August 31, 1944 with respect to which you were advised by Advance Release No. 6 dated September 4, 1944. The various revisions of Order U-1 and supplementary orders as amended November 15, 1944 are also incorporated into this Revision.

I. SUMMARY OF REVISIONS

A. Increase in Minor Plant Additions

Under the terms of Order U-1, as amended, the former \$1,500 restriction on minor plant additions has been raised to \$10,000.

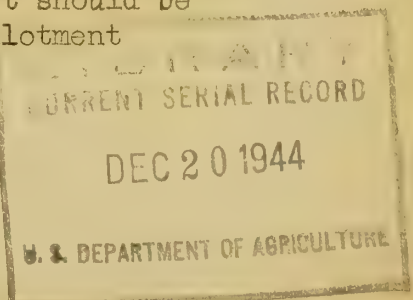
B. Increase in Practical Working Minimum Inventory

The maximum permissible amount of inventory has been increased from \$10,000 to \$25,000, provided that a borrower in the exercise of prudent operating judgment considers such amount the smallest quantity it can hold and render war-time service at minimum standards.

The former provisions in the Manual setting forth in a table the dollar value of inventory based on the number of miles of line has been deleted. The provisions with respect to inventories are set out in detail in Secs. 26-33.

C. Changes in Preference Ratings

The preference ratings assigned under Order U-1 have been partially revised and now assigns an AA-3 rating for the purchase of meters. An AA-1 rating is assigned for the purchase of material for generating plant switching and substation material, and for wooden poles and crossarms. This is more fully discussed in Secs. 100-106. In this connection, it should be noted that the former reference to "abbreviated allotment number" has been changed to "allotment symbol".



D. Abolishing of Regional Inventory Control Offices

The offices of the Regional Utility Engineers have been abolished. Accordingly, it is no longer necessary to check with a Regional Utility Engineer before placing a purchase order for material in excess of \$100 with a manufacturer.

E. Building Construction or Alteration

The former provisions of Order L-41 restricting building construction and alteration by producers are no longer applicable. These provisions are now incorporated in Order U-1 and apply only when the cost of a building construction or alteration exceeds \$800. This information is set out in detail in Sec. 198.

F. Sales of Material

The regulations with respect to sales of material have been broadened. Between producers, most material may now be sold without a preference rating or allotment symbol and in the case of used material to any purchaser. These specific provisions covering sales are set out in Secs. 130-137.

G. Use of U-1 Rating and Allotment Symbols for Construction Approved on WPB-2774 Applications

A new procedure permitting the utilization of the U-1 Preference Rating and Allotment Symbol has been set forth in Direction 2 to Order U-1. This simplified procedure is discussed in Secs. 124-124.7.

H. Adding Extensions on Extensions

A new paragraph appears in Sec. 250 which explains under what circumstances it is permissible to build a U-1-f extension on a completed U-1-c extension and visa versa. It is important to note that the restrictions on each supplementary order apply only to the construction performed under authority of that order.

I. Evidence to Other Producers of Contemplated Cooperative Construction

The War Production Board has ruled that the installation of poles by one utility, near the premises of a consumer, should be evidenced to another utility if the former utility is constructing an extension to the consumer. This precludes any other utility from rendering service to this consumer. This is explained in a new Sec. 251. It should be studied carefully as it is quite important.

J. Purchase of Transformers

With the elimination of the Regional Utility Engineers, applications for transformers on Form-3782 are now sent to the Office of War Utilities, War Production Board, Washington, D. C. This and other changes with respect to the purchase of transformers is set out in Secs. 121-121.8.

K. Order U-1-a

Order U-1-a has been amended to include the Veteran's Administration as among those government agencies that are eligible for electrical extensions. The former \$1500 limitation on the amount of material for any one extension has been increased to \$10,000.

The provisions that no other producer can render the same service with lesser amounts of critical material has been deleted.

L. Order U-1-c

Order U-1-c, as amended, eliminates the former limitation of \$1500 for the cost of material. There is now no limitation on the cost of material. However, any one extension is still limited to a maximum of 5000 feet.

The provision that no other producer can render the same service with lesser amounts of critical material has been eliminated. It is provided, however, that the extension may not duplicate an adequate service already installed or constitute a stand-by service.

New regulations with respect to the installation of transformers are also set out. Order U-1-c, as amended, appears in Secs. 201-212.

M. Order U-1-d

Order U-1-d has been amended to increase the amount of material permitted for new extensions from \$1500 to \$10,000.

The provision that no other producer can render the same service with lesser amount of critical material has been eliminated.

The restrictions on the type of material and length of extensions have been revised in accordance with the new Housing Utilities Standards which are set forth in Reference List No. 5. Order U-1-d, as amended, is set out in Secs. 215-215.8.

N. Order U-1-f

Order U-1-f, as amended, now permits an expenditure of \$10,000 for material rather than the former limitation of \$1500.

The former proviso preventing an extension being constructed under Order U-1-f when any other producer could render the same service using lesser amounts of critical material has been deleted. It is provided, however, that the extension may not duplicate an adequate service of the same type already installed or constitute a stand-by service.

In cases where a consumer has an electric range, refrigerator or washing machines, an extension of 1000 feet and a transformer may be used. In other cases, an extension of 1000 feet is allowed, but no transformer installation is permitted.

The former reference to commercial or industrial consumers listed in Schedules I and II of CMP Regulation No. 5 has been amended to permit service only to a consumer who is engaged, as his principal activity, in a business or occupation which is assigned an AA-1 or AA-2 rating for MRO uses by List A of CMP Regulation No. 5. List A to CMP Regulation No. 5 is set forth in Reference List No. 12 and takes the place of former Schedules I and II.

O. Order U-1-h

Order U-1-h has been revoked. Orders U-1-f and U-1-d now cover construction previously covered by Order U-1-h.

P. Reference List No. 2

Reference List No. 2 has been revised to reflect the increase in maximum permitted inventory from \$10,000 to \$25,000.

Q. Reference List No. 4

Reference List No. 4 has been revised to reflect the changes in conductors now permitted for use under the supplementary orders.

R. Reference List No. 5

Reference List No. 5 has been amended to reflect the War Housing Utilities Standards as amended November 16, 1944.

S. Reference List No. 6

Reference List No. 6 has been amended to reflect the current list of WFB field offices.

T. Reference List No. 12

Reference List No. 12 has been amended to set forth List A of CMP Regulation No. 5, as amended.

U. Reference List No. 13

Reference List No. 13 has been amended to set out List B of Priorities Regulation No. 3, as amended.

V. Reference List No. 14

Reference List No. 14 has been amended to set forth the September 22, 1944 revision to WPB Form-3348.

W. WPB Form-3782

The former WPB Form-3782 has been replaced by the October 3, 1944 amended form.

X. Reference List No. 18

A new Reference List, No. 18, setting out Schedule A to CMP Regulation No. 6 is attached for inserting as page 100.10-100.15.

Y. Reference List No. 23

Reference List No. 23 has been revised to show the current labor shortage areas and areas on 48-hour week.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

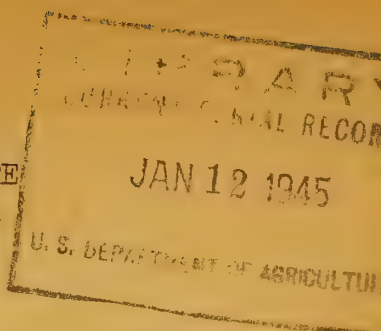
Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages 1-2. Insert new pages 1-2.
- (b) Remove and discard pages 4-26. Insert new pages 4, 5, 6, 6.1, 6.2, 7, 8, 9, 10, 11, 13, 14, 15, 16, 17, 17.1, 18, 19, 20, 21, 21.1, 21.2, 21.3, 22, 22.1, 23, 24, 25 and 26.
- (c) Remove and discard pages 29-30. Insert new pages 29-30.
- (d) Remove and discard pages 34-34.3. Insert new pages 34, 34.1, 34.2 and 34.3.
- (e) Remove and discard pages 35-48.1. Insert new pages 35, 35.1, 36, 36.1, 37, 37.1, 38, 38.1, 39, 39.1, 40, 41, 42, 43, 44, 45, 46 and 47.
- (f) Remove and discard pages 57-99. Insert new pages 57, 58, 59, 60, 61, 62, 63, 65, 65.1, 66, 66.1, 67, 67.1, 68, 68.1, 69, 69.1, 70, 70.1, 71, 71.1, 72, 72.1, 74, 75, 76, 77, 78, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98 and 99.

- (g) Remove and discard pages 100.8-100.9. Insert new pages 100.8-100.9.
- (h) Insert new pages 100.10, 100.11, 100.12, 100.13, 100.14 and 100.15 immediately following page 100.9.
- (i) Remove and discard pages 126-126.3. Insert new pages 126, 126.1, 126.2 and 126.3.
- (j) After filing the attached pages as outlined above, file these six pages numbered 191, 192, 193, 194, 195 and 196, summarizing the revisions and filing instructions, immediately following page 190. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 15 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis, Mo.



December 19, 1944

REA War Regulations Manual

REVISION NO. 16

I. SUMMARY OF REVISIONS

A. Applications to WPB on Form 2774 as amended October 12, 1944

Reference List No. 1 has been amended to incorporate the revised Form 2774 application. The form follows substantially the former form and the major changes are discussed on pages 50-50.1 of the attached Revision.

It is important that all future applications be prepared on the new 2774 form which may be obtained from the War Production Board offices. The various WPB offices are set out in revised Reference List No. 6, pages 65-71.1 of the Manual. To avoid possible use of the old copies of the form, it is suggested that you destroy any you may now have.

Particular attention should be given to answering Question No. 3 of Section No. 1 on the new 2774 Form, which deals with the problem of securing the necessary manpower to complete construction of the project authorized by WPB. Construction projects requiring 25 men or less are exempted from the restrictions of the Area Production Urgency Committee and do not require an allotment of manpower before construction can be started. Those projects requiring more than 25 men must secure an urgency-priority rating in order to secure an allotment of manpower. Where more than 25 men are required on the job, the procedure set out in Reference List No. 26, pages 128.5-128.6 of the Manual should be followed.

B. Revised Procedure for purchase of new Domestic Watthour meters.

Direction No. 3 to order U-1 issued December 9, 1944 establishes a new procedure for the purchase of meters. Application on form WPB 1319 is no longer required. This new procedure is discussed on the attached revised pages Nos. 21-21.1.

C. Bonuses - War Labor Board

REA borrowers may pay a Christmas or year-end bonus of \$25 or less to each of their employees except those in an executive, administrative or professional capacity without War Labor Board approval. The specific provisions covering these bonuses are set out in Sec. 625.

D. Minimum Wage Rate

Borrowers may increase any wage rate to 50¢ an hour without filing an application for War Labor Board approval. The provisions with respect to this minimum wage rate is set out in detail in Sec. 636.

E. Procedure to be Followed in Securing a Priority for an Allotment of Manpower Where Contractor Requires More Than 25 Men

A new reference list, No. 26, is set forth on pages 128.5-128.6. This reference list sets forth a procedure to be followed by borrowers where it is necessary to obtain clearance from the Area Production Urgency Committee because of employing more than twenty-five men.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages 4-5. Insert new pages 4 and 5.
- (b) Remove and discard pages 13-14. Insert new pages 13 and 14.
- (c) Remove and discard pages 20-21.2. Insert new pages 20, 20.1, 21, 21.1 and 21.2.
- (d) Remove and discard pages 49-51.3. Insert new pages 49, 50, 50.1, 51, 51.1, 51.2 and 51.3.
- (e) Remove and discard pages 102-103. Insert new pages 102 and 103.
- (f) Remove and discard pages 110-111. Insert new pages 110, 110.1, 110.2 and 111.
- (g) Insert new pages 128.5-128.6 immediately following page No. 128.3.

- (h) After filing the attached pages as outlined above, file these three pages numbered 197, 198 and 199, summarizing the revisions and filing instructions, immediately following page 196. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 16 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis, Mo.

January 9, 1945

REA War Regulations Manual

REVISION NO. 17

I. SUMMARY OF REVISIONS

A. Purchase of Farmstead Wiring Material

A new Special Service Memorandum No. 163 - Construction 54, has been issued by the Department of Agriculture simplifying the distribution of copper wire allocated to the Department of Agriculture. Under the revised procedure, consumers are entitled to the same amount of copper wire regardless of which order the extension to serve them was built. The revised procedure is set forth on the attached pages 26 - 30.

B. Correction of Typographical Errors

Pages 17 and 17.1 have been rewritten to correct a typographical error in Sec. 104.

Pages 22.1 and 23 have been rewritten to correct a typographical error in Sec. 124.7.

C. Reference List No. 13

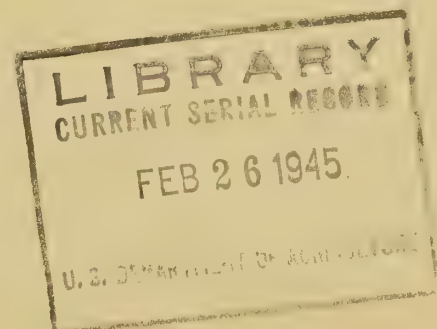
Reference List No. 13 has been revised to reflect the January 4, 1945 revision of Priorities Regulation No. 3.

D. Reference List No. 23

Reference List No. 23 has been revised to show the current labor shortage areas and areas on 48-hour week.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:



- (a) Remove and discard pages 17-17.1. Insert new pages 17-17.1.
- (b) Remove and discard pages 22.1-23. Insert new pages 22.1-23.
- (c) Remove and discard pages 26-30. Insert new pages 26, 27, 28, 29 and 30.
- (d) Remove and discard pages 93-97. Insert new pages 93, 94, 95, 96 and 97.
- (e) Remove and discard pages 126-126.3. Insert new pages 126, 126.1, 126.2 and 126.3.
- (f) After filing the attached pages as outlined above, file these two pages numbered 200 and 201, summarizing the revisions and filing instructions, immediately following page 199. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 17 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

April 10, 1945

REA War Regulations Manual,

REVISION NO. 18

I. SUMMARY OF REVISIONS

A. CMP Regulation No. 9 Suspended - CMP Regulation No. 9A Amended

CMP Regulation No. 9 has been suspended until July 1, 1945. Accordingly, Secs. 156-164 have been deleted from the Manual. CMP Regulation No. 9A has been amended to further restrict the uses for which a repairman may use copper wire. The regulation, as amended, is set forth in the attached pages 34.4-34.8.

B. Supplementary Utilities Order U-1-f Amended

Order U-1-f has been amended to restrict most commercial and industrial extensions to 5000 feet. This and other additional restrictions to extensions constructed pursuant to this Order are set forth on the attached revised pages 38.1-41.

C. Adding Extensions on Extensions

Sec. 250, which discusses the situations where extensions could be added on extensions, has been revised to reflect the current revisions of Order U-1-f and interpretations received from WPB.

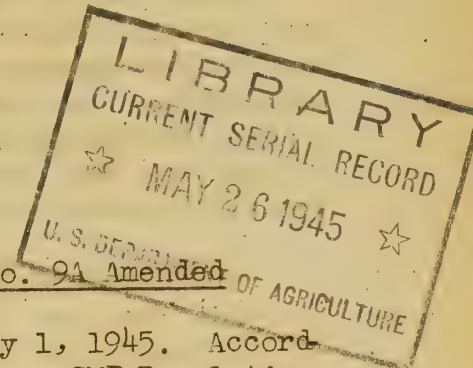
D. "Brownout" Regulations - Utilities Order U-9

A new part has been added to the War Regulations Manual designated as "Part V, Restrictions on Operations" into which has been incorporated WPB restrictions which are directly connected to borrowers operations as distinguished from restrictions on new construction, purchase of material, etc.

The Brownout restrictions are set forth in Secs. 280-285. Borrowers were first advised of these restrictions in Advance Release No. 10, dated January 22, 1945.

E. Reference List No. 7

A new reference list designating the areas exempted from the Brownout regulations is set forth on page 73. Also included in this



reference list is the form to be followed by borrowers in reporting to their consumers and to the War Production Board, violations of the provisions of Order U-9.

F. Deferment of Personnel of REA Borrowers

Secs. 800-827 have been revised to reflect recent changes made by the National Selective Service Headquarters, the War Production Board and the War Manpower Commission with respect to securing occupational deferments. As a general rule, men under 30 years of age will be granted only a limited number of deferments. These deferments may be secured by filing Form 42A (Special-Revised) which may or may not be certified by the WPB District Manager.

Men in the 30 through 33 age bracket are eligible for deferments provided they are "necessary to and regularly engaged in" an activity in war production or in support of the national health safety or interest. REA Borrowers are, of course, included in such an activity.

Men in the 34 through 37 age bracket are eligible for deferment on the basis of being "regularly engaged in" an activity in support of the national health, safety or interest. REA Borrowers are, of course, included in such an activity.

REA Borrowers requesting the deferment of employees in the age bracket 30 through 37 should file Form 42A with the registrants local board.

G. Reference List No. 20

Reference List No. 20 has been revised to reflect changes of address in the field, branch and regional offices of the Wage and Hour Division of the Department of Labor.

H. Reference List No. 21

Reference List No. 21 has been revised to reflect recent changes of address in the regional offices of the National War Labor Board.

I. Reference List No. 22

Reference List No. 22 has been revised to reflect recent changes of address and regrouping of states within the various regional offices of the Office of the Salary Stabilization Unit of the Collector of Internal Revenue.

J. Reference List No. 23

Reference List No. 23 has been revised to reflect the various areas designated as labor shortage areas under the priority referral plan. This reference list likewise indicates whether a particular area is subject to the 48 hour work requirement.

K. Reference List No. 24

Reference List No. 24 has been revised to reflect the various changes in areas covered by the 48-hour week and the recent changes of address in the regional offices of the War Manpower Commission.

L. Reference List No. 25

The War Manpower Commission has announced a new list of essential activities some of which are designated as critical which is reprinted as Reference List No. 25. This list of essential activities is used both by Selective Service Headquarters, War Production Board and the National Roster of Specialized and Scientific Personnel in determining occupational deferments and by the Office of the War Manpower Commission and the United States Employment Service in ascertaining whether employees may transfer to other employment.

M. Reference List No. 26

Reference List No. 26 has been amended to reflect the recent changes in procedure that must be followed in securing a priority for and allotment of manpower where REA Borrowers or their contractors require more than 25 additional men. The procedure is likewise outlined that will enable REA Borrowers or their contractors to obtain higher employment ceilings for their respective organizations.

N. Reference List No. 27

The form of application to be submitted in triplicate by REA Borrowers to WPB District Offices along with Selective Service Form 42A (Special Revised) for occupational deferment for employees is reprinted in Reference List No. 27.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

- (a) Remove and discard pages 1-2. Insert new pages 1, 2 and 2.1.
- (b) Remove and discard pages 6-10. Insert new pages 6, 6.1, 6.2, 7, 8, 9 and 10.
- (c) Remove and discard pages 13-14. Insert new pages 13-14.
- (d) Remove and discard pages 34-34.8. Insert new pages 34, 34.1, 34.2, 34.3, 34.4, 34.5, 34.6, 34.7 and 34.8.
- (e) Remove and discard pages 38-47. Insert new pages 38, 38.1, 39, 39.1, 40, 41, 42, 43, 44, 44.1, 45, 46, 47, 48, 48.1 and 48.2
- (f) Insert new pages 73, 73.1, 73.2, 73.3, 73.4, 73.5 and 73.6,

- (g) Remove and discard pages 102-103. Insert new pages 102-103.
- (h) Remove and discard pages 119-128.6. Insert new pages 119, 120, 120.1, 120.2, 120.3, 120.4, 121, 122, 123, 123.1, 124, 125, 125.1, 126, 126.1, 126.2, 126.3, 127, 127.1, 127.2, 128, 128.1, 128.2, 128.3, 128.4, 128.5, 128.6, 128.7, 128.8 and 128.9.
- (i) Insert new page 143.2

NOTE: If any of the above-mentioned pages of Revision No. 18 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

July 10, 1945

REA War Regulations Manual

REVISION NO. 19

The attached Revision No. 19 of the War Regulations Manual incorporates the provisions of Utilities Order U-1, as amended May 12, 1945, and as further amended June 2, 1945. Also, other changes in WPB Regulations and Orders since V-E Day have been incorporated in this new Revision. The changes made in the various WPB Orders have been comprehensive and, consequently, the War Regulations Manual has practically been rewritten. While the following summary refers to the major changes that have been made, it is recommended that each holder of the Manual carefully read the entire Revision as many normal operating practices which heretofore have been prohibited by WPB are now permitted.

I. SUMMARY OF REVISIONS

A. Inventory Controls

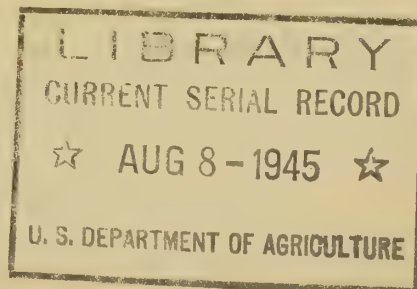
The sections in the Manual with respect to inventories have been rewritten to incorporate the relaxed provisions of the amended orders.

B. Use of Preference Rating and Allotment Symbol

The changes in the use of the Preference Ratings AA-1 and AA-3 and Allotment Symbol U-9 have been incorporated in the attached revised pages. A table has been prepared explaining in more detail when the AA-1 Rating can be used and when an AA-3 Rating must be used. The sections with respect to using the preference ratings and allotment symbol assigned pursuant to approval Form WPB-2774 applications have been rewritten to reflect current practices of the War Production Board.

C. Purchase of Transformers Under Group Purchase Plan

This section has been rewritten in view of the new procedure which eliminates borrowers' obtaining approval on Form WPB-3782 for purchasing new transformers.



D. Purchase of Domestic Watthour Meters Under Group Purchase Plan

The sections with respect to the purchase of watthour meters have been revised to exclude the requirement of filing Form WPB-1319 applications.

E. Use of Borrowers' Preference Rating and Allotment Symbol by Borrowers' Contractors in Obtaining Material

The procedure whereby a contractor may use an REA Borrower's Preference Rating and Allotment Symbol for purchasing material to be used in construction for the borrower has been simplified. Accordingly, Reference List No. 16, which formerly outlined this method, has been deleted and the new procedure has been incorporated in Secs. 122-122.1.

F. Sales of Material

The sections with respect to sales of material have been rewritten to reflect the present regulations which permit the sale of any material without a preference rating or allotment symbol to any purchaser, but restrict to certain sales those cases where the material sold may be replaced in inventory using the preference ratings and allotment symbol assigned pursuant to Order U-1.

G. Purchase of Farmstead Wiring Material

Special Services Memorandum 213 - Construction 54 has been issued outlining the procedure to take the place of the former method in obtaining allotments of copper for farmstead wiring. With the elimination of the Supplementary U-1 Orders, a modified procedure has been adopted.

CMP Regulation No. 9, which provides a method for retail dealers and REA Borrowers to obtain supplies of house wiring material, has been replaced in the Manual as the period which this regulation was not in effect has expired and the regulation is again effective.

H. Additions to Plant

This chapter has been rewritten to remove the former requirement of complying with the terms of the Supplementary Utilities Orders U-1-a, U-1-c, U-1-d, U-1-f, U-1-g and U-1-i. These supplementary orders have been revoked. Now it is permissible to build any type of extension of any length to serve any consumer, provided the materials therefore can be obtained without priority assistance. In those cases where a preference rating or allotment symbol must be used to obtain the material, each job or project may not exceed \$25,000 for material.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

- (a) Remove pages 1-2.1. Insert new pages 1, 2 and 2.1.
- (b) Remove pages 4-51.5. Insert new pages 4,5,6,6.1, 6.2,7,8, 9, 10, 11, 13, 14, 15, 16, 17, 18, 19, 19.1, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 39.1, 40, 41, 42, 43, 44, 45, 46, 47, 48 and 48.1.
- (c) Remove pages 58-63.
- (d) Remove pages 73-73.6.
- (e) Remove pages 83-100.15.
- (f) Insert new pages 93, 94, 95, 96, 97, 98, 99, 100 and 101,
- (g) After filing the attached pages as outlined above, file these three pages numbered 206, 207 and 208, summarizing the revisions and filing instructions, immediately following page 205. These are to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 19 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.

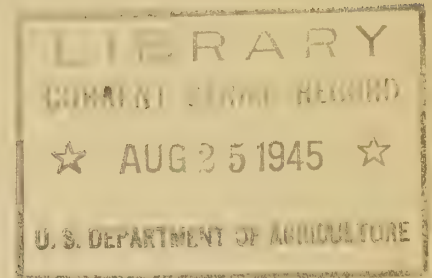
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UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
Boatmen's Bank Building
St. Louis 2, Mo.

August 3, 1945

REA War Regulations Manual

REVISION NO. 20



I. SUMMARY OF REVISIONS

A. Reference List No. 6

Reference List No. 6 has been amended to reflect the current list of WPB field offices.

II. FILING INSTRUCTIONS FOR ATTACHED PAGES

Remove staple from this Revision and file the pages as follows:

- (a) Remove pages 65-72.1. Insert new pages 60, 60.1, 60.2, 60.3, 60.4, 60.5, 60.6, 60.7, 60.8, 61.1, 61.2, 61.3, 61.4 and 61.5.
- (b) After filing the attached pages as outlined above, file this page numbered 209 summarizing the revisions and filing instructions, immediately following page 208. This page is to be retained permanently in the Manual in Chapter 6, "War Regulations Manual Revisions", so that you will have a convenient summary of the periodic revisions in War Regulations.

NOTE: If any of the above-mentioned pages of Revision No. 20 are missing in the copy which you receive, you should immediately request such missing pages from the War Regulations Unit, RE Division, Office of the Solicitor, Boatmen's Bank Building, St. Louis 2, Missouri.



ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

February 25, 1944
No. 1

EXTENSIONS TO SERVE IRRIGATION PUMPS

The War Production Board has just issued Supplementary Utilities Order U-1-1 permitting the building of electrical extensions for the operation of irrigation water pumps where a consumer has no other means of operating such a pump.

Under the new Order, any consumer who needs irrigation for at least five acres of land and has an electrically driven irrigation water pump not smaller than twenty-five gallons per minute is eligible for a connection. If a consumer has no water pump but can obtain one without priorities assistance or has been assigned a preference rating of AA-5 to purchase one, he is also eligible.

The Order contains the restriction that no other producer can extend service using lesser amounts of critical material, and limits the total cost of material for any extension to \$1500, exclusive of any part built by or for the consumer. There are no restrictions on the length of such extensions or, as to the type or size of conductor or transformers, but the design and construction should be such as to render service at minimum standards.

The consumer's application for service must be accompanied by the following certification from his County Agricultural Conservation Committee:

To (Name of Borrower from whom service is requested):

Mr. _____ is eligible under Supplementary Utilities Order U-1-1 for an electric connection to provide service for an electrically driven irrigation water pump not smaller than 25 g.p.m. In the opinion of this County Agricultural Conservation Committee, this connection will result in the irrigation of not less than five acres of land and a substantial increase in farm production, and is in accord with the spirit, as well as the letter, of Supplementary Utilities Order U-1-1.

(For C.A.C.C.)

Material for the construction of these irrigation extensions may be taken from inventory or purchased with the AA-3 Preference Rating and U-9 Allotment Number assigned by Order U-1. In constructing irrigation extensions, all of the other provisions of Order U-1 must be met.

This information is being sent to you so that you may take immediate advantage of the relaxed restrictions on building irrigation extensions. A complete statement of the Order will appear in the next Revision to the War Regulations Manual.

FILE AT ONCE

INTERNATIONAL ORGANIZATION OF WOMEN
OFFICE OF THE SECRETARY
NEW YORK, N. Y.

Dear Madam:

I have the honor to acknowledge the receipt of your letter of the 10th inst. in relation to the proposed amendment to the Constitution of the International Organization of Women, which provides for the election of one woman to the Executive Committee for each of the five geographical areas.

The Executive Committee of the International Organization of Women is composed of twenty-five members, five of whom are elected by the General Assembly for each of the five geographical areas. The Executive Committee is responsible for the administration of the Organization and for the preparation of the budget and the financial statements. The Executive Committee also has the honor to receive and to give answers to the communications of the General Assembly.

The proposed amendment to the Constitution of the International Organization of Women, which provides for the election of one woman to the Executive Committee for each of the five geographical areas, is a very important one. It is a measure which will greatly strengthen the Organization and will make it more representative of the women of the world. I am sure that you will find this amendment to be a very desirable one.

I am, Madam, very respectfully,
Yours truly,
The Secretary

ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

March 13, 1944
No. 2

FARMSTEAD WIRING

The War Food Administration has just issued Special Services Memorandum 54 on the distribution of copper for farmstead wiring, which provides copper for U-1-f extensions as well as U-1-c extensions. This memorandum supersedes Special Services Memorandum No. 17, explained in Secs. 140-150 of the War Regulations Manual. Memorandum 54 provides that certificates may not be issued before March 21, 1944.

County Agricultural Conservation Committees may issue certificates for farmstead wiring to consumers who qualify for extensions of electric service under Order U-1-c, Order U-1-f, or where special WPB approval for an extension is obtained. Certificates must not be issued for the following purposes:

1. Small purchases obtainable under Pri. Reg. 19 (See Sec. 151 WRM).
2. Farmstead wiring to be used in new construction requiring WPB approval on Order L-41.
3. Farmstead wiring on farms which cannot secure a power line connection (except where home lighting plants, including wind power plants, are used).
4. Off-farm uses such as nurseries, hatcheries, mills, repair shops, warehouses, etc.

County Committees may continue to approve for new users who qualify for service under U-1-c, 50 pounds of copper in conductor for the farmstead including the dwelling, and an additional 15 pounds for each unwired farm labor house. Five pounds may be allotted for each animal unit in excess of seven. The maximum amount of copper for all uses remains at 75 pounds per farm.

New users who qualify for an extension under Order U-1-f or who receive specific WPB approval for an extension may be allotted 25 pounds of copper for each farmstead including the dwelling. Only 15 pounds may be allotted for the dwelling alone with an additional 15 pounds for each farm labor house. Five pounds for each animal unit may be allotted to wire a building housing livestock. The maximum amount of copper which may be approved is 50 pounds per farm.

For old users, 20 pounds of copper may be allotted for the farmstead excluding the dwelling. An additional 15 pounds may be approved for each unwired dwelling or farm labor house and 5 pounds for each animal unit to wire a building housing livestock. The maximum amount of copper which may be approved for old users is 50 pounds per farm.

FILE AT ONCE

THE HISTORY OF THE UNITED STATES

CHAPTER I THE DISCOVERY OF AMERICA

The discovery of America by Christopher Columbus in 1492 is one of the most important events in the history of the world. It opened up a new world of opportunity and led to the development of a new civilization. The discovery was made on a voyage sponsored by the Spanish crown, and it was the first of many voyages that would lead to the exploration and settlement of the Americas.

THE VOYAGE OF COLUMBUS

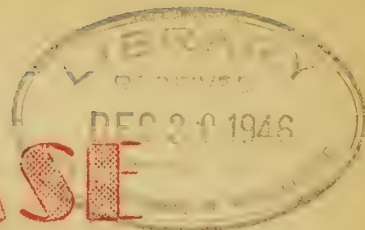
Christopher Columbus was an Italian explorer who sailed across the Atlantic Ocean in 1492. He was looking for a new route to the East Indies, but instead he discovered a new world. His voyage was the first of many that would lead to the exploration and settlement of the Americas. Columbus's discovery was a major event in the history of the world, and it led to the development of a new civilization.

Columbus's voyage was the first of many that would lead to the exploration and settlement of the Americas. His discovery was a major event in the history of the world, and it led to the development of a new civilization. Columbus's voyage was the first of many that would lead to the exploration and settlement of the Americas.

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ADVANCE RELEASE

WAR REGULATIONS MANUAL

April 13, 1944

No. 3

IMPORTANT

AMENDMENTS TO SUPPLEMENTARY UTILITIES ORDERS U-1-c, U-1-d, U-1-f and U-1-h

The War Production Board has amended Supplementary Utilities Orders U-1-c, U-1-d, U-1-f, and U-1-h, curtailing the construction of extensions to farms and other types of extensions because of the shortage of smaller sizes of distribution transformers. The principal changes of the amendments issued April 6, 1944 are as follows:

ORDER U-1-c

1. "Estimated production of livestock" may no longer be used in computing the number of animal units. The former table listing "estimated production of livestock" has been included in the table listing "livestock on hand". Only "livestock on hand" may be used. This does not mean that livestock which a farmer has already purchased or actually contracted to purchase does not constitute "livestock on hand." If a farmer can show to his County Agricultural Conservation Committee a written agreement accepted by a prospective supplier for delivery of livestock, the livestock represented on the purchase agreement may be counted as livestock on hand. Mere intention to purchase livestock, however, is not sufficient to justify the inclusion of the intended purchase as animal units on hand.
2. The length of any continuous extension built in any calendar quarter, including any part built by or for the consumer, may not exceed 5,000 feet and the cost of material may not exceed \$1500. Additions to extensions may not be constructed until the following quarter if the addition brings the total length of the extension to over 5,000 feet. Calendar quarters are defined in Section 2 of the War Regulations Manual.
3. The form of certification to be executed by the County Agricultural Conservation Committee has been revised to read as follows:

To (Name of Borrower from whom service is requested)

Mr. _____, who has livestock on hand aggregating not less than five animal units is eligible for an electric connection of _____ feet under the terms of Supplementary Utilities Order U-1-c. In the opinion of this County Agricultural Conservation Committee this connection will result in a substantial increase in farm production, or a substantial saving of farm labor, and is in accord with the spirit, as well as the letter, of Supplementary Utilities Order U-1-c.

For County Agricultural
Conservation Committee

FILE AT ONCE

4. Construction of extensions permitted by Order U-1-c prior to this amendment may be completed if construction other than right-of-way clearing was started prior to April 6, 1944. County Agricultural Conservation Committee certifications on the old form are no longer valid unless construction has been started. Construction authorized on Form WPB-2774 is not affected by the amendment and may be completed whether or not construction has been started.
5. Applications for permission to construct U-1-c extensions in excess of 5,000 feet or \$1500 will be favorably considered by the Office of War Utilities only if the extension meets the following requirements:
 - (a) Each consumer must have on hand ten or more milk cows or 750 or more laying hens. The consumers still must have on hand one animal unit for each 100 feet of line to be constructed. However, the ten or more milk cows or 750 or more laying hens may be included in determining the number of animal units. If the extension meets these requirements, other farms with less than ten milk cows or 750 laying hens may be included in the application but the animal units on such farms will not be considered by WPB in processing the application.
 - (b) All applications must be accompanied by a certification from the County Agricultural Conservation Committee on the revised form. The County Committee should also certify the number of cows or laying hens possessed by each farm possessing more than ten cows or 750 laying hens.

ORDER U-1-d

1. Restrictions on constructing extensions primarily to serve cooking appliances have been deleted from the order, and such extensions may now be made on the same basis as any other extension.
2. Agricultural consumers whose premises are being built or remodeled pursuant to Order L-41 are no longer eligible for service under Order U-1-d. They must apply under Order U-1-c.
3. The cost of material for any continuous extension built in any calendar quarter, excluding any part built by or for the consumer, may not exceed \$1500. An extension may be added in the next calendar quarter, providing it does not use over \$1500 worth of material, exclusive of any part built by or for consumer.

ORDER U-1-f

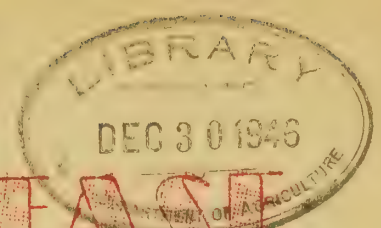
1. Service may be extended to domestic consumers with no more than 500 feet of extension per consumer including secondary and service drop, provided no primary line or transformer installation is required. Permissible sizes of conductor remain unchanged.
2. Schools and churches may no longer be served under U-1-f (except as provided in paragraph 3 below). New transformer installations and extensions of primary line as well as secondary line are permissible to serve the other industrial or commercial consumers eligible in the former order. Service must be rendered at minimum standards, using the smallest sizes and quantities of equipment.
3. Extensions may be made to serve industrial or commercial consumers not listed in the former order provided the length of extension does not exceed 500 feet. For such consumers no extension of primary line or transformer installations are permitted.
4. The cost of material for any continuous extension built in any calendar quarter, including the cost of material for any part built by or for the consumer, may not exceed \$1500. In the following calendar quarter an electrical extension using not more than \$1500 worth of material may be added to the extension built in the preceding calendar quarter.
5. Construction of extensions permissible under Order U-1-f prior to this amendment may be completed if construction other than right-of-way clearing was started prior to the date of this amendment.

ORDER U-1-h

The amendment to Order U-1-h has deleted schools, churches, and hospitals, and the manufacturers or businesses listed in Schedules I and II of CMP Regulation No. 5 from the list of consumers which may be connected. Extensions under Order U-1-h may now be constructed only to serve premises occupied exclusively by the Army, Navy, Maritime Commission, War Shipping Administration, or Civil Aeronautics Authority, and to serve premises, the construction of which requires approval under Order L-41.

Agricultural consumers whose premises are being rebuilt or remodeled on authority issued under Order L-41 are not eligible for electric service under Order U-1-h. The eligibility of such consumers for extensions must be determined under Order U-1-c.

Construction of extensions permitted under Order U-1-h prior to this amendment may be completed if construction other than right-of-way clearing was started prior to the date of this amendment.



ADVANCE RELEASE

WAR REGULATIONS MANUAL

May 15, 1944
No. 5

IMPORTANT

ORDER U-1-c AS AMENDED MAY 15, 1944

Supplementary Utilities Order U-1-c was amended May 15, 1944. The only change is to permit any extension which would have qualified under the U-1-c standards in effect prior to April 6, to be built if the consumer's application for a certification was actually filed with his County Agricultural Conservation Committee not later than April 20, and if the County Agricultural Conservation Committee issues a certification not later than June 1, 1944. The basis upon which County Agricultural Conservation Committees can issue such certifications will be under the provisions of Order U-1-c prior to the April 6 amendment. This allowed estimated production to be included in determining the number of animal units.

The Office of War Utilities will also consider applications on Form WPB-2774 for farm extensions in excess of the limits of U-1-c on the basis of the standards in effect prior to April 6, if the consumer's application for a certification was filed with his County Agricultural Conservation Committee not later than April 20, and if the certification is issued not later than June 1, 1944. Copies of the certifications must accompany all applications for farm extensions on Form WPB-2774.

Borrowers should immediately forward to Mr. Arthur Gerth, Chief, Applications and Loans Division, all applications and estimate work orders for extensions under U-1-c that meet the provisions of this amended order. It is suggested that you examine your list of prospective consumers and any whose application for certification to his County Agricultural Conservation Committee was filed not later than April 20 be submitted to Mr. Gerth's office. In some cases where the application for certification to the County Agricultural Conservation Committee was made prior to April 20, it may be that the County Agricultural Conservation Committee did not issue the certification. In these cases, the consumer should obtain a certification from his County Agricultural Conservation Committee prior to June 1, 1944.

All applications previously submitted to REA but which, in view of the April 6 amendment to Order U-1-c have not been forwarded to WPB are being submitted to WPB if they come within the terms of the May 15 amendment.

Revision No. 10 to the War Regulations Manual is being printed and should be received by you shortly. Inasmuch as this revision went to press before the date of this amendment to U-1-c, it will not be included in the material appearing in Revision No. 10 but will be incorporated in another Revision to be issued shortly.

FILE AT ONCE

ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

September 4, 1944

No. 6

UTILITIES ORDER U-1 AND SUPPLEMENTARY UTILITIES ORDERS, AS AMENDED AUGUST 31, 1944

The War Production Board has amended Utilities Order U-1 and all of the Supplementary Utilities Orders in a number of important respects. A complete revision to your War Regulations Manual will be issued in the near future incorporating therein all of the new provisions. Until such time, however, as this can be done, the information set out in this Advance Release should be followed.

The major changes of Utilities Order U-1, as amended August 31, 1944, are as follows:

(a) Definitions

"Minor Plant Addition" has been redefined to mean a plant addition having a net materials cost of not more than \$10,000. You will note that this is an increase of the former definition which limited minor plant addition to \$1,500.

"Major Plant Addition" is redefined to mean a plant addition having a net materials cost of more than \$10,000. Under the former definition, a plant addition in excess of \$1,500 was a "Major Plant Addition."

(b) Inventory Provisions

The order, as amended, contains the same provisions with respect to limiting inventory to the smallest amount of material necessary for borrowers to hold and render war-time service at minimum standards. The former maximum of \$10,000 for such inventory has been raised to \$25,000. Any item of which there is on hand less than a 90 day supply may be purchased on the basis of "a short item".

(c) Short Item Deliveries

A short item is any item of which there is on hand less than 90 days supply and such item may be ordered to the extent necessary to bring the amount up to what is anticipated will be used within the 90 days following the expected date of delivery.

(d) Restrictions on Use of Material for Minor Plant Additions

The \$1,500 restriction on the amount of material to be used for Minor Plant Additions has been increased to \$10,000. The other

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restrictions with respect to this type of construction remain in effect. In the case of any building construction or alteration involving a cost in excess of \$800 for materials and labor, special provisions must be met. Until such time as these provisions are set out in the War Regulations Manual, it is suggested that any borrower contemplating building construction in excess of \$800 communicate with the War Regulations Unit, Office of the Solicitor, RE Division, for further information.

(e) Restrictions on Use of Material for Major Plant Additions

No material may be used for a major plant addition unless the job has been authorized by WPB.

(f) Sales of Material

The following rules control the sale of material borrowers hold in their inventory or which they acquired for Major Plant Additions:

"(1) It may be sold without a preference rating or allotment number to any producer as defined in Order U-1, unless it is:

- (i) Printing machinery and equipment, subject to Order L-226;
- (ii) Construction machinery, subject to Orders L-192 and L-196;
- (iii) Electric generating equipment, subject to Orders L-102 and L-94; or
- (iv) Industrial power trucks, subject to Order L-112.

"(2) It may be sold without a preference rating or allotment number to any person if it is used material or equipment unless it is one of the items listed above, or:

- (i) Controlled materials; or
- (ii) Scrap.

"(3) It may be sold pursuant to a specific written authorization from the War Production Board to the seller or to the purchaser.

"(4) It may be sold without a preference rating or allotment number to a person who produces, or to the person from whom the producer purchased, the material in its present form.

"(5) It may be sold without a preference rating or allotment number to a scrap dealer as scrap unless it is rubber tires or automotive parts.

"(6) It may be sold without a preference rating or allotment number to the Army, Navy, Maritime Commission or a public housing authority for the repair of an actual or threatened breakdown of their electric, gas, water or central steam heating facilities.

"(7) In addition to these permitted sales a borrower may sell pursuant to the provisions of Pri. Reg. 133."

(g) Inventory Redistribution

The former requirement that borrowers check with their Regional Utility Engineer before placing an order in excess of \$100 of those materials set out in Sec. 100 of the War Regulations Manual has been eliminated. It is no longer necessary in purchasing such material to check with your Regional Utility Engineer and purchases may be made directly from your supplier except that application for meters and transformers must be made as set out in Secs. 121-122.4 of the Manual.

(h) Special Provisions Relating to Form WPB-2774 Approvals Issued Prior to August 31, 1944

Where borrowers have been authorized prior to August 31, 1944, on Form WPB-2774 to purchase materials in excess of \$1,500 and less than \$10,000, they may exclude the amount of such material in determining the \$25,000 limit of their practical working minimum inventory.

It is also permissible to use the AA-3 and U-9 Ratings assigned by U-1 in lieu of the special ratings assigned in approved 2774 applications for jobs using over \$1,500 and less than \$10,000 worth of material.

SUPPLEMENTARY UTILITIES ORDER U-1-a

- (a) The \$1,500 limitation on the net cost of material for any one extension constructed under authority of this order has been increased to \$10,000.
- (b) The former provision appearing in Sec. 214.2 of the War Regulations Manual to the effect that no other producer could render the same service with lesser amounts of critical materials has been deleted.

SUPPLEMENTARY UTILITIES ORDER U-1-c

- (a) The permissible types of conductor that may be purchased for use on U-1-c extensions has been increased to any size or type conductor having conductivity equal to or less than that of No. 4 AWG copper.
- (b) The former \$1,500 limitation on the cost of material that may be used for any one extension has been increased to \$10,000.

(c) The provision that no other producer can render the same service with lesser amounts of critical material has been deleted. Instead, it is required that the contemplated extension not duplicate an adequate service already installed or constitute stand by service.

(d) It is now required that distribution transformers be so located that the maximum number of consumers will be served from each transformer and no transformer may be installed to serve a consumer if the service can be rendered by an extension of secondary of 750 feet or less except when such an extension would result in unworkably low voltage at the consumers' premises. Transformers relocated in this manner may be replaced with transformers of a larger size, if necessary, to avoid overload.

The other requirements of this order remained unchanged.

SUPPLEMENTARY UTILITIES ORDER U-1-d

(a) Extensions to serve commercial consumers may not exceed 1000 feet.

(b) The provision that no other producer can render the same service with lesser amounts of critical material has been deleted.

SUPPLEMENTARY UTILITIES ORDER U-1-f

(a) The former provision of this order that no other producer can render the same service with lesser amounts of critical material has been deleted. Instead it is provided that an extension may not duplicate an adequate service of the same type already installed or constitute stand by service.

(b) In those cases where a consumer has in his possession an electric range, refrigerator or washing machine, one transformer and not more than 1000 feet of extension including primary, secondary and service drop may be used. The former order limited the length of such extension to 500 feet and did not permit the installation of a transformer.

(c) In cases where the consumer does not have an electric range, refrigerator or washing machine, an extension of 1000 feet including primary, secondary and service drop is permitted; however, no new transformer may be installed.

(d) The provisions of the order with respect to extending service to those consumers defined in Sec. 218.1 of the War Regulations Manual remain the same. However, the order is broadened by permitting service to industrial consumers who are not included in this group by permitting an extension of not more than 1000

feet (formerly 500 feet). No new transformer may be installed in these cases.

SUPPLEMENTARY UTILITIES ORDER U-1-g

- (a) The former provision appearing in this order that no other producer can serve with a lesser amount of critical material has been deleted. It is now required that any extension constructed under this order not duplicate an adequate service of the same type already installed or constitute a stand by service.

SUPPLEMENTARY UTILITIES ORDER U-1-h

- (a) This order has been revoked. It has been superseded by Supplementary Utilities Order U-1-d, as amended August 31, 1944.

SUPPLEMENTARY UTILITIES ORDER U-1-i

- (a) The former provision appearing in this order that no other producer could render the same service with lesser amount of critical material has been deleted. It is now provided that the installation may not duplicate an adequate service of the same type already installed or constitute a stand by service.

1. The first of these is the fact that the...

THE SECOND OF THESE IS THE FACT THAT THE...

2. The second of these is the fact that the...

THE THIRD OF THESE IS THE FACT THAT THE...

3. The third of these is the fact that the...

THE FOURTH OF THESE IS THE FACT THAT THE...

4. The fourth of these is the fact that the...



ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

December 16, 1944
No. 7

PURCHASE OF DOMESTIC WATTHOUR METERS

Direction No. 3 to Order U-1, issued December 9, 1944, authorizes producers to purchase domestic watthour meters on an inventory basis. WPB Form 1319 is no longer required.

REA borrowers are allowed a practical working minimum inventory of meters not to exceed one and one-quarter percent of the number of meters installed in the borrower's system plus the number of meters required for installation to serve new consumers within the sixty days following the delivery date. (In Arizona, California, Idaho, Nevada, Oregon and Washington, this figure is one and three-quarters percent.)

Borrowers who meet these requirements may purchase meters by extending a preference rating in accordance with the form of certification set out in Section 104 of the Manual to which should be added the following statement:

"This purchase order is placed in accordance with
the provisions of Direction 3 to Order U-1.

(Name of Cooperative)

. By _____ "

Neither regular or confirming group purchase orders will be approved unless they bear these certifications.

WPB Form 1319 applications which have already been approved by the War Production Board will be either transmitted directly to the manufacturer or returned to you for transmittal. WPB Form 1319 applications not yet transmitted to WPB by REA will be returned to you so that your purchase order for meters may be prepared in accordance with the provisions of this Direction No. 3. Of course, any new purchase orders for meters for which no 1319 application has been filed should be prepared in line with the terms of this Direction.

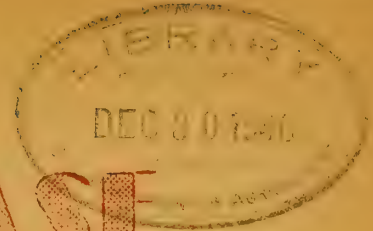
Group purchase orders for meters should be executed in the usual manner specifying the name of the manufacturer. The original and two copies of your group purchase order, upon which is endorsed the form of certification set out in Section 104 of the Manual applying the preference rating, as well as the form of certification set out above, should be submitted to the Group Purchase Unit, Cooperatives' Operations Division, for handling and placing with the manufacturer in the usual manner. In cases of confirming group purchase orders a

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copy of the purchase order upon which has been endorsed the required two certifications, must be submitted before approval of the orders can be given and funds advanced.

The provisions set out in this Advance Release No. 7 for the purchase of domestic watthour meters supersedes the provisions in the War Regulations Manual set out in Sections 122-122.7. These sections of the Manual will be revised shortly to incorporate this new Direction.



ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT WAGE AND SALARY STABILIZATION

December 20, 1944

No. 8

The regulations of the War Labor Board and the Commissioner of Internal Revenue have been amended. REA borrowers which employ eight (8) or less are exempt from these regulations. However, those borrowers employing more than eight (8) employees must obtain the approval of the War Labor Board or the Commissioner of Internal Revenue before authorizing voluntary salary or wage increases.

BONUSES

REA borrowers may pay a Christmas or year-end bonus of \$25 or less to each of their employees without the approval of the War Labor Board provided the bonus payments are made to employees whose wage or salary adjustments are subject to the War Labor Board's jurisdiction. Bonuses may likewise be paid to employees without War Labor Board approval if they are paid in a fixed amount and the amount of the previous bonus is not exceeded, or if they are paid on a percentage basis and the percentage is unchanged. Where, however, an employee is regularly paid a commission or fixed percentage basis, a change in the rate or method of compensation constitutes a wage or salary adjustment which requires the approval of the Board.

REA borrowers may not pay bonuses in any amount to executive, administrative, or professional employees, including project managers or superintendents, without first obtaining approval of the Commissioner of Internal Revenue to make such salary increases. A bonus less than the bonus paid to an executive, administrative or professional employee for the last bonus year ending before October 3, 1942, does not require approval by the Commissioner. The same is true of a bonus regularly paid upon a fixed percentage of salary (exclusive of bonuses and additional compensation) where the percentage has not changed even though the amount may be increased due to an increase in salary.

Particular stress should be given by REA borrowers to their obtaining the prior approval of the War Labor Board or the Commissioner of Internal Revenue, as the case may be, in view of the enforcement program presently being instituted and the severe penalties provided for violations. In all doubtful cases, we suggest that borrowers obtain rulings from the Wage and Hour Division for increases in wage and salary payments. REA borrowers desiring assistance or information on any of these matters should communicate with David A. Fleming, Cooperatives' Operations Division, REA.

MINIMUM WAGE RATES

A minimum wage rate of 40¢ per hour, effective as of July 17, 1944, has been established under the Fair Labor Standards Act (Wage and Hour Law) for the Electric Light and Power Industry. This wage rate covers all occupations which are necessary to the operation of the industry, including clerical, maintenance, shipping and selling occupations.

FILE AT ONCE

ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

January 2, 1945
No. 9

WAR SURPLUS MATERIALS

As all REA borrowers were informed in Mr. Neal's letter of December 11, 1944, REA has established a Surplus War Property Disposal Office under the supervision of Mr. J. Warner Pyles to assist in the locating and obtaining of surplus war property for REA borrowers and their contractors. There has been some question as to the use of a preference rating or allotment symbol in purchasing this material and the WPB inventory limitations with respect to such materials.

MATERIAL PURCHASED AS WAR SURPLUS MATERIAL (as defined in Sec. 20 of the WRM) MAY BE PURCHASED WITHOUT A PREFERENCE RATING OR ALLOTMENT SYMBOL AND UNDER THE PROVISIONS OF ORDER U-1 IS SPECIFICALLY EXEMPT FROM INVENTORY CONTROLS. See Sec. 6, WRM. EVEN THOUGH BORROWERS ALREADY HAVE AN INVENTORY OF \$25,000, WPB REGULATIONS PERMIT THEIR PURCHASING ANY ADDITIONAL AMOUNT OF WAR SURPLUS MATERIALS.

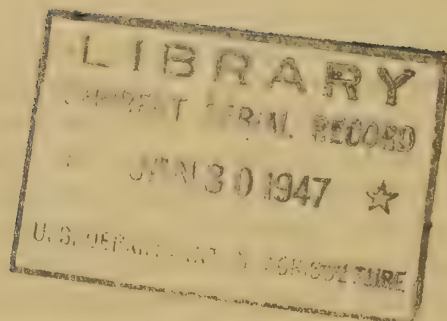
As you will note from Mr. Neal's letter, the classes of war surplus materials are all inclusive and embrace much equipment and material essential to construction and maintenance work. The acquisition of war surplus material will not only permit borrowers to build up a stock of material which will be vitally necessary for post-war expansion and which otherwise could not be retained as a result of WPB inventory restrictions but, in many instances, material which is currently unavailable or available only after a delay of several months in delivery can be obtained immediately from a War Surplus Disposal Agency.

The various types and quantities of material as well as their location naturally change from day to day. Accordingly, it will be to your benefit to immediately notify the REA War Surplus Property Disposal Office of the various types of material in which you are interested. When this office is informed of material of this nature for sale, you can then be immediately notified. Time is of the essence in transactions of this nature and a delay in placing your order might result in it being sold to another purchaser. It is suggested that all borrowers reread Mr. Neal's letter and those that have not already done so advise Mr. Pyles of the particular classes of material in which they are interested.

There is under preparation a new chapter for the War Regulations Manual which will discuss in more complete detail the phrases of the Surplus Property Act which are of interest to REA borrowers.

FILE AT ONCE

UNITED STATES
DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C.



ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

January 22, 1945
No. 10.

ORDER U-9

The War Production Board has announced a nation-wide "brownout" effective February 1, 1945, prohibiting certain specified types of electric lighting as one phase of the program to alleviate the critical fuel shortage.

Under the terms of the new Order, no electricity may be used for the following purposes:

1. Outdoor advertising and outdoor promotional lighting.
2. Outdoor display lighting except where necessary for the conduct of the business of outdoor establishments.
3. Outdoor decorative and outdoor ornamental lighting.
4. Show window lighting except where necessary for interior illumination.
5. Marquee lighting in excess of 60 watts for each marquee.
6. White way street lighting in excess of the amount determined by local public authority to be necessary for public safety.
7. Outdoor sign lighting except for:
 - (a) Directional or identification signs required for fire and police protection, traffic control, transportation terminals or hospitals; or directional or identification signs for any similar essential public services, the lighting of which is specifically certified to be necessary by local public authority. Certification shall be made in writing to the appropriate electric supplier and need not be in any particular form;
 - (b) Directional or identification signs using not more than 60 watts per establishment, for doctors and for hotels, and other public lodging establishments.

WPB urges that all electric suppliers, including REA borrowers and their consumers, undertake immediately whatever arrangements are necessary in order not to violate the Order when the mandatory provisions become effective on February 1, 1945. WPB urges immediate voluntary compliance in eliminating uses of electricity which are prohibited effective February 1, 1945.

Every electric supplier, including REA borrowers, shall notify by letter all persons to whom it supplies electricity for uses prohibited by the

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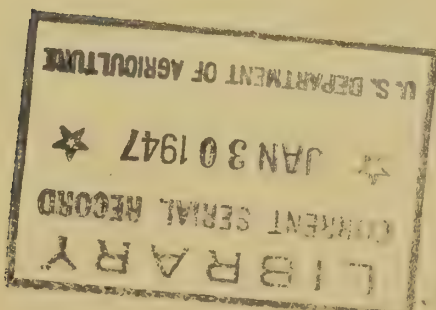
terms of this Order. If this is not practicable, publication of the Order in newspapers of general circulation in the areas served by the Cooperative will constitute notice to its consumers.

REA borrowers should informally advise by letter any consumer whom it knows to be violating the Order that the violation should be discontinued. A second letter should be sent by registered mail to any consumer who continues to violate this Order after the Cooperative has informed him of the existence of the violation. A copy of this letter should be sent to the War Production Board Office for the area in which the consumer is located. Upon receipt of the copy of the letter, WPB will be responsible for the issuance of necessary directions to the Cooperative ordering it to disconnect the consumer's service and prescribing the conditions upon which service may be reconnected. The latter condition will generally be the written assurance by the consumer of full compliance with all terms of the Order.

Any electric supplier who considers that compliance with this Order will not reduce the consumption of coal or other scarce fuels may apply for exemption for the area it services to the Office of War Utilities, War Production Board, Washington, 25, D.C. Ref.: U-9. Examples of areas for which exemption may be requested are those in which flush gas and hydro-electric power can be shown to be available without drawing on the coal supply. The War Production Board, may, likewise, from time to time issue directions exempting designated areas from this Order if it finds that compliance within such areas will not reduce the consumption of coal or other scarce fuels in accordance with the purposes of this Order.

Appeals by any REA borrower or consumer affected by this Order who considers that compliance with this Order will work an exceptional or unreasonable hardship on him or who considers that compliance will endanger public health or safety may appeal for relief to the District Office of the War Production Board, for the area in which the consumer is located.

REA borrowers are also requested to urge maximum conservation by all consumers in their use of electricity for purposes not prohibited by the terms of this Order. WPB is sure that all REA borrowers and their consumers can be counted upon in making this Order fully effective in the territory served by the Cooperative.



IMPORTANT

ANNUAL MEETINGS OF REA COOPERATIVES
NOT BARRED BY ODT CONVENTION ORDER

322

ARIZONA

(a) Counties:

- (1) Mohave
- (2) Yuma
- (3) Coconino
- (4) Yavapai
- (5) Maricopa
- (6) Gila
- (7) Pinal
- (8) Pima
- (9) Santa Cruz

(b) Cities:

- (1) Snowflake
- (2) Showlow
- (3) Taylor

ARKANSAS

City of Hope

CALIFORNIA

Entire state except the area served by San Diego Gas and Electric Company and Santa Catalina Island Company.

COLORADO

Cities:

- (1) Lamar
- (2) Pagosa Springs

IDAHO

Entire State

KANSAS

City of Garden City

LOUISIANA

(a) Parishes of:

- (1) Calcasieu
- (2) Cameron
- (3) Jefferson Davis
- (4) Acadia
- (5) Vermillion
- (6) Lafayette

LOUISIANA - Contd.

- (7) St. Martin
- (8) Iberville
- (9) Iberia
- (10) St. Mary
- (11) Terrebonne
- (12) Plaquemines
- (13) St. Bernard
- (14) Orleans
- (15) St. Charles
- (16) Assumption
- (17) West Baton Rouge
- (18) East Baton Rouge
- (19) St. John the Baptist
- (20) East Feliciana
- (21) West Feliciana
- (22) St. James
- (23) Ascension
- (24) Livingston
- (25) Pointe Coupee
- (26) Jefferson
- (27) La Fourche
- (28) Those portions of parishes adjacent to those above named in which the only electric energy furnished to consumers is energy transmitted from the system of the Gulf States Utilities Company

(b) City of Monroe

MICHIGAN

- (a) The portions of the counties of Houghton, Keweenaw, Baraga, and Ontonagon served by the Copper District Power Company and the Houghton County Electric Light Company

MICHIGAN - Contd.

- (b) City of Hillman

MONTANA

Entire State

NEVADA

Counties:

- (1) Washoe
- (2) Humboldt
- (3) Pershing
- (4) Churchill
- (5) Storey
- (6) Douglas
- (7) Ormsby
- (8) Mineral
- (9) Esmeralda
- (10) Rye
- (11) Lincoln
- (12) Clark
- (13) Lyon
- (14) That portion of Elko County which receives electric service directly or indirectly from Idaho Power Company

NEW MEXICO

(a) Counties:

- (1) The portions of the counties of Grant, Luna, Sierra, and Dona Ana which are served by the El Paso Electric Company, Elephant Butte plant of U.S. Bureau of Reclamation, Deming Ice & Electric Company, and the Lordsburg and Silver City Divisions of Community Public Service Company
- (2) The portions of the counties of Santa Fe, Sandoval, Bernalillo, and Valencia served by Albuquerque Gas & Electric Company and the Santa Fe Division of New Mexico Power Company

NEW MEXICO - Contd.

- (3) The portions of the counties of Curry, Roosevelt, Chaves, and Eddy which are served by Southwestern Public Service Company

- (b) City of Clayton

NEW YORK

The portions of the counties of Clinton, Franklin, and Essex served by City of Plattsburgh, Paul Smith's Electric Light and Power Railroad Company, and New York State Electric and Gas Corporation

OKLAHOMA

City of Stillwater

OREGON

Entire State

TEXAS

Entire state except those portions of the counties of Bowie, Cass, Marion, Harrison, Panola, Shelby, Ruck, Smith, Gregg, Upshur, Camp, Morris, Red River, Titus, Franklin, Hopkins, Wood, and Van Zandt, which receive service from or whose electric supplier receives service from the Southwestern Gas and Electric Company

UTAH

Entire State

VERMONT

City of Derby Line

WASHINGTON

Entire State

WISCONSIN

City of Radisson

WEST VIRGINIA

WYOMING

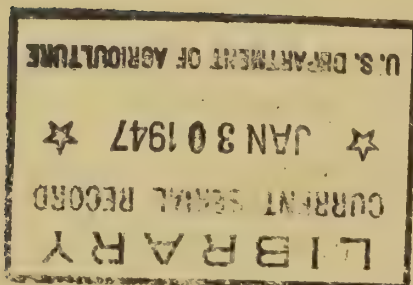
City of Rainelle

City of Buffalo

REA borrowers, however, in areas other than those mentioned above are still subject to the Brownout restrictions of Order U-9 and must comply with the regulations as set forth in Advance Release No. 10.

AVAILABILITY OF COPPER WIRE FOR FARMSTEAD WIRING

The amount of copper wire which will be available for use by civilians including farmers is expected to decrease materially in the next few months, even to the extent that farmers may experience some difficulty in purchasing copper wire with the certificates issued by their County Agricultural Conservation Committees pursuant to Special Services Memorandum No. 163 - Construction 54 (See Sec. 140-146 WRM). The allocation of copper wire for distribution to farmers for farmstead wiring for the first quarter of 1945 is the smallest allocation received since the beginning of this program. So that eligible farmers may receive adequate amounts of farmstead wire to utilize electric service for the increased production of food, it is recommended that REA borrowers advise all of their eligible consumers, including those not being served if it is planned to serve them within a short time, to apply for their copper wire certificates and purchase their farmstead wire immediately.



ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

February 21, 1945
No. 12

CMP REGULATION NO. 9 SUSPENDED

Because of the critical need of the armed forces for a sharply-increased supply of wire, the War Production Board has suspended CMP Regulation No. 9 during the period February 15, 1945, to and including June 30, 1945. CMP Regulation No. 9 is the regulation that permitted retail stores, including REA borrowers, to purchase copper wire for resale. It appears in the War Regulations Manual in Secs. 156-164.

WPB has announced that CMP Regulation No. 9 is not revoked and will be kept on the books in a state of suspension through June 30, 1945. If the copper wire situation improves sufficiently to meet the tremendous military demands with enough left over to provide for civilian sales as well, the regulation will be put back into operation quickly. As soon as the suspension is lifted, you will be notified by another Advance Release.

Under the terms of the suspension order, all retailers including REA borrowers must immediately cancel all outstanding orders of copper wire which they have placed by use of the CMP Allotment Symbol V-3. In like manner, warehouses are prohibited from delivering any copper wire ordered pursuant to CMP Regulation No. 9 on the basis of the V-3 Allotment Symbol.

Copper wire previously purchased under this regulation which borrowers may still have in their retail merchandising stock may be sold to members without a preference rating or allotment symbol but until the suspension of this order is lifted, such stocks may not be replaced.

Sales of copper wire on the basis of certificates obtained from County Agricultural Conservation Committees pursuant to Special Services Memorandum 163 - Construction 54, discussed in Secs. 140-150 of the War Regulations Manual, are not affected by this suspension order and may still be used by farm consumers to obtain farmstead wiring. Dealers, including REA borrowers, may replenish their supply of copper wire sold on the basis of these certificates in the usual manner, as outlined in Sec. 150 of the WRM.

CMP REGULATION NO. 9A AMENDED

CMP Regulation No. 9A appearing in Secs. 167-176 of the War Regulations Manual has been amended in the following respects:

FILE AT ONCE

(1) The amount of materials that repairmen can buy has been reduced in the case of copper wire to \$75.00 worth for each calendar quarter or 10% of the amount used in making repairs during the calendar year, 1941. When this "10% of 1941" basis is used, the repairman must have on hand actual records which show the amount of copper wire used for repairs in 1941. Also, separate records must be kept for each quarter showing the amount of steel, copper or aluminum purchased under this regulation.

(2) In addition to the certification set forth in Sec. 170, the following certification must be endorsed:

"CMP allotment symbol V-3; Preference Rating AA-3:
Repairmen under CMP Regulation 9A."

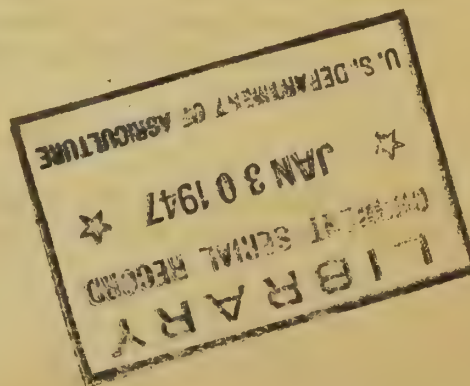
(3) Further restrictions are put on the use to which a repairman may put the material purchased under this regulation as follows:

(i) No new connection or attachment cord may be supplied for a vacuum cleaner, washer, refrigerator, iron, radio, lamp fixture, or any other electrical appliances or pieces of equipment where it is possible by patching or with the use of insulating tape to put the old cord in condition for reasonably good service for the remainder of 1945.

(ii) No copper wire may be used to assemble or make up a new connecting or extension cord for resale or gift purposes or to accompany or be used when any appliances or pieces of equipment are sold.

(iii) No new wire of any kind may be installed in any building except up to \$25.00 worth for the installation of any cooking, plumbing, heating or used air conditioning or refrigeration equipment. If new air conditioning or refrigeration equipment has been authorized by WPB, a repairman may use up to \$250.00 worth of material.

If old wiring is in fact damaged it may be replaced, but only the minimum amount necessary to make the repair may be used.



ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

February 28, 1945
No. 13

NEW PROCEDURE FOR OBTAINING DEFERMENT OF ESSENTIAL PROJECT PERSONNEL UNDER 30 YEARS OF AGE

Increased requirements of the armed forces will result in the calling up of many workers in the 18-29 age bracket that are presently deferred. In recognition of the necessity in keeping Utilities, including REA borrowers, supplied with minimum manpower requirements, the Selective Service System and the War Production Board have developed a procedure for obtaining the deferment of indispensable personnel in the 18-29 age bracket.

All borrowers should immediately notify WPB in line with this procedure as existing deferments of men in this age bracket are no longer effective and requests for deferment of project personnel in the 18-29 age bracket will not be honored by local draft boards unless authorized by the War Production Board which is now the certifying agency for all REA borrowers.

IMPORTANT: THESE FORMS MUST BE SUBMITTED TO WPB BY MARCH 5, 1945.

1. Procedure for Requesting Deferments

REA borrowers should immediately furnish to the WPB District Manager in the area in which its employees are located the following information: (The various WPB District Offices are set forth in Reference List No. 6 of the War Regulations Manual.)

A. A list in triplicate of all men (including superintendents and managers) currently in its employ who were, on January 1, 1945, in the age group 18 through 29 and who, on that date, were classified as 2-A or 2-B but do not include those who were classified as 2-A(F), 2-(9L), 2-B(F) or 2-B(L). This list must be arranged in the order of importance of each man to the borrowers' operation or maintenance, the most essential, irreplaceable men coming first on the list and should indicate the men for whom deferment is now requested. (A form of application to be used in presenting the list to WPB is included in this Advance Release on page 331).

FILE AT ONCE

B. Two sets (three copies of each set) of revised form 42A (Special) must be submitted for each man for whom the borrowers wish to obtain a deferment. Copies of this form can be obtained from any local Selective Service Board. If the local board has not yet received this new form, submit the other data and submit form 42A (Special) as soon as a copy can be obtained.

Before a borrower's employee is eligible for such deferment, he must meet the following qualifications:

(1) He must be doing work that is indispensable in the borrowers' operations in the generation, transmission or distribution of electric power.

(2) Such employee must be irreplaceable. No man can be certified for deferment if he can be replaced by a worker doing less essential work. Any man shall be considered as replaceable if a new employee or transferee is available and can be qualified to perform his work after three months of training.

(3) Men engaged in planning, research, development, production for post-war purposes shall not be certified for deferment.

C. A certification by the borrower that application for deferments and revised form 42A (Special) are being submitted to only one certifying agency. (This certification has been included in the suggested form of application on page 331).

2. Special Information to be Furnished to the Office of War Utilities

In addition to the data submitted to the District WPB Office, each REA borrower must, at the same time, send a telegram to the Director, Office of War Utilities, War Production Board, Washington, D. C., giving the following information:

A. Total number of employees currently employed who were, on January 1, 1945, in the age group 18 through 29 and who were on that date classified as 2-A or 2-B. (This number should, of course, be the same as the number appearing on the list submitted to the District WPB Office.)

B. The number for whom deferment is now requested. (This number should, of course, be the same as that appearing on the list sent to the District WPB Office.)

DEFERMENT OF PROJECT PERSONNEL 30 THROUGH 33 YEARS OF AGE

The requirements for the deferment of employees in the age bracket 30 through 33 have been increased. Under the new regulations, employees of the ages 30 through 33 to be eligible for deferment must be "necessary to and regularly engaged in" an activity in support of the national health, safety or interest. REA cooperatives are included in this activity. (Previously, it was only required that registrants in this age group, to be eligible for deferment, be "regularly engaged in" an activity in support of the national health, safety or interest.) In the case of any employee who has been found to be disqualified for any military service or qualified for limited military service only, it is necessary only that he be "regularly engaged in" an activity of the national health, safety or interest.

DEFERMENT OF PROJECT PERSONNEL 34 THROUGH 37 YEARS OF AGE

The requirements for deferments in this age group have not been changed and any employee is eligible for deferment on the basis of being "regularly engaged in" an activity in support of the national health, safety or interest. REA cooperatives are, of course, considered engaged in such an activity.

The provisions of the War Regulations Manual with respect to deferment of personnel of REA borrowers as set forth in Sec. 800-815 are being revised to reflect these new regulations. Any questions concerning deferment should be addressed to the War Regulations Unit, Office of the Solicitor, Rural Electrification Administration, Boatmen's Bank Building, St. Louis 2, Missouri.

(The form of application to be submitted to the District WPB Office is set forth on the reverse side of this sheet.)

FORM OF APPLICATION TO BE SUBMITTED IN TRIPPLICATE BY
BORROWERS TO DISTRICT WPB OFFICES

ELECTRIC UTILITY

REA Borrowers' List of Registrants

Name of REA Borrower-----

Address-----

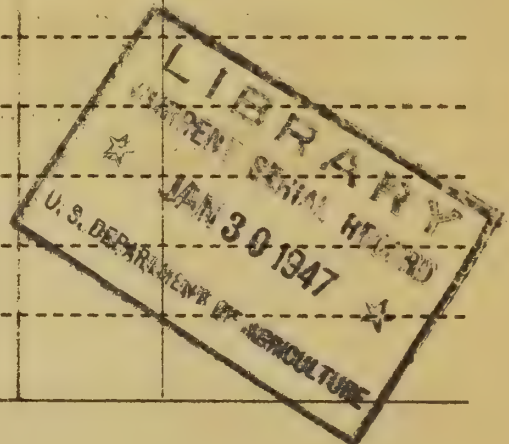
Certifying Agency-----

(Insert name of District Office of WPB)

Total Employment (as of January 1, 1945)-----

Kind of Utility----- REA Electric Cooperative-----

Name of Registrant	Date of Birth	Occupation	Selective Service Order No.	Local Board	Present Selective Service Classification
1. -----	-----	-----	-----	-----	-----
2. -----	-----	-----	-----	-----	-----
3. -----	-----	-----	-----	-----	-----
4. -----	-----	-----	-----	-----	-----
5. -----	-----	-----	-----	-----	-----
etc. -----	-----	-----	-----	-----	-----



It is certified that all men listed above

(a) Were classified 2A or 2B on January 1, 1945, and were on that date in the age group 18 through 29.

(b) Are now employed by -----
(Insert Name of Borrower)

(c) That such list has been submitted to no other Certifying Agency.

Date

(Signature and title of officer of REA borrower)

Important: Three copies of this application must be submitted to the District Office of WPB for the region in which the borrower is located by March 5, 1945.

ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

March 3, 1945
No. 14

ORDER U-1-f AMENDED

Order U-1-f was amended February 27, 1945, in the following important respects:

1. A limitation of 5000 feet for each extension to an industrial or commercial consumer, excepting extensions to facilities to operate electric motors for oil well drilling and pumping, now appears in the order. The former limitation of \$10,000 for material is retained.
2. Extensions to domestic consumers whose dwellings are used for seasonal occupancy, such as summer camps and cottages, are limited to 250 feet in length and no transformer may be installed except to replace a transformer in service.
3. Extensions to consumers engaged in the business of mining or burning refractories require that such consumers have been issued a serial number under Order P-56.
4. Construction already started under former Order U-1-f may be completed only if 20% or more of the number of poles required for the construction have been installed and the right-of-way clearing and staking completed. To obtain authority to complete extensions which do not meet these requirements, an application to complete such construction must be filed on Form WPB-2774. Such application should be marked "exception to paragraph (d) of Order U-1-f" in Section I, Item I of the WPB-2774 application.

Such 2774 applications need only a statement of the present number of poles already installed, the total length of the extension and the information required in answer to question 3 of Section II explaining the need for the proposed construction and its relationship to military needs, war production or essential civilian needs. The other information required by Form WPB-2774 need not be furnished. In an emergency, application to complete may be made by telephone or telegraph.
5. In determining the 250 or the 1000-foot limit for domestic consumers the length of secondary circuits for operation at 600 volts or less, if underbuilt on existing poles, need not be included.

A complete restatement of Order U-1-f, as amended, is being prepared and will be included in the next revision to the War Regulations Manual.

FILE AT ONCE

UNITED STATES DEPARTMENT OF AGRICULTURE

ANNUAL REPORT

1947

U. S. DEPARTMENT OF AGRICULTURE
★ JAN 30 1947 ★
RECEIVED SF-17 RECORD
L. H. B. A. R. Y.

ADVANCE RELEASE

WAR REGULATIONS MANUAL

IMPORTANT

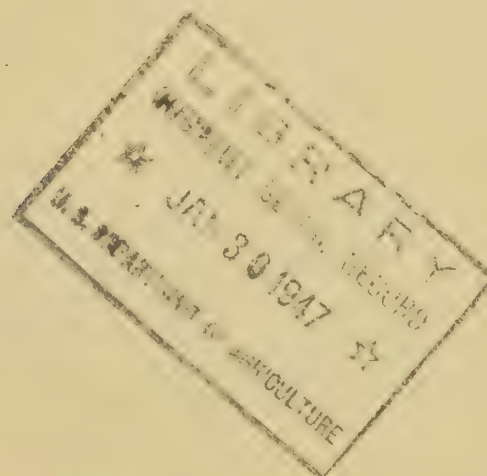
May 8, 1945
No. 15

"BROWNOUT" RESTRICTIONS LIFTED

The War Production Board today revoked Utilities Order U-9 which prohibited the use of electricity for almost all outdoor advertising and ornamental lighting.

The provisions of this order are discussed in Sections 280-285 of the War Regulations Manual. These provisions are no longer in effect and may be disregarded.

Consumers of REA borrowers may now use electricity in the same manner and for the same purposes as they did prior to February 1, 1945, the effective date of Order U-9.



FILE AT ONCE

IMPORTANT

RESTRICTIONS ON CONSTRUCTING EXTENSIONS REVOKED

The major changes of Utilities Order U-1, as amended May 12, 1945, are as follows:

"Minor Plant Addition" has been redefined to mean a plant addition having a net material cost of not more than \$25,000. You will note that this is an increase of the former definition which limited minor plant additions to a net material cost of \$10,000.

"Major Plant Addition" has been redefined to mean a plant addition having a net material cost of more than \$25,000. Under the former definition, a plant addition, the net cost for which was in excess of \$10,000, was a major plant addition.

The preference ratings assigned under Order U-1, as amended, remain substantially the same as under the former order.

The maximum of \$25,000 worth of material in inventory at any one time remains the same. The provision, however, that such inventory must be the smallest quantity a borrower can hold and render war-time service at minimum standards has been changed to the smallest quantity a borrower can hold and render service in accordance with sound and economical operating standards. The short item provision whereby borrowers may exceed the maximum limitation of \$25,000 is still in effect.

WAR REGULATIONS MANUAL - CHAPTER 7 - PAGE 334

(d) Maintenance and Repair

The former requirement that a job could not be classified as maintenance or repair unless it was necessary to maintain or restore service at "minimum service standards" has been broadened to permit a job to be considered as maintenance or repair if it is "necessary to maintain or restore service in accordance with sound and economical operating standards." There is no dollar value limitation on the net material cost of maintenance and repair jobs.

(e) Minor Plant Additions - Restrictions on Use of Material

In addition to increasing the amount of material permitted for minor plant additions to \$25,000, the amendment to Order U-1 removes the restriction that "no facility or part which is serviceable in its existing installation may be replaced except to avoid an imminent breakdown.

(f) New Line Extensions.

The former provision of Order U-1 prohibiting the construction of an extension of line to a consumer's premises unless such extension had been authorized pursuant to one of the Supplementary U-1 Orders has been revoked. It is no longer necessary to consider animal units, length of extension, certification by a County Agricultural Conservation Committee or any of the other provisions of these Supplementary Orders as they have all been revoked and are no longer in effect. Under the present regulations, an extension may be made to serve any consumer whether it be farm or urban premises, a domestic, commercial or industrial consumer, as a minor plant addition, provided the extension does not duplicate adequate service of the same type already installed or constitute a standby service. The cost of material for each particular extension is limited to \$25,000.

Adequate service of the same type has been redefined by the War Production Board to mean a service already energized. Partial construction such as the installation of a yard pole and a service drop does not constitute "service already installed" unless the service drop is connected to an energized part of the system.

(g) Sales of Material

The requirement that a borrower obtain a preference rating or allotment symbol for material sold from its inventory or which it acquired for a major plant addition has been removed.

Under the amended order, a borrower may sell material which is in its inventory or which it acquired for a major plant addition to any person. This would mean that a borrower can sell conductor, etc., suitable for housewiring purposes to its members. However, a preference rating or allotment symbol assigned by Order U-1 may not be used to replace in inventory material sold by a borrower unless the sale is to another producer or to a consumer of a borrower for the repair of a consumer's facilities.

(h) Transformers

With the revocation of Direction 1 to Order U-1, there are no specific restrictions on the purchase of transformers of 5 KVA or smaller or on the number a borrower may retain in its inventory. Transformers may now be purchased without any specific authority from WPB and subject only to the inventory restrictions for all material.

(i) Meters

Since Direction 3 to Order U-1 has been revoked, no specific approval is necessary for the purchase of meters nor are there any specific restrictions as to the number of meters a borrower can retain in its inventory. Meters may be bought in the usual manner and a borrower may build up its inventory subject to the restrictions on inventory for all material.

- (j) The provisions set out in this Advance Release No. 16 with respect to the amending of Order U-1 and the revocation of the Supplementary Orders supersede the provisions of the War Regulations Manual relating thereto. The Manual will be revised shortly to incorporate these changes.

AA-1 PREFERENCE RATING USED FOR PURCHASE OF POLES AND CROSS ARMS

Some question appears to have arisen as to the proper preference rating to be applied on purchase orders for wooden poles and cross arms. Under the former U-1 Order, as well as the amended order, an AA-1 Preference Rating should be applied for the purchase of wooden poles and cross arms. Under U-1, as amended, however, the use of the AA-1 Preference Rating assigned by Order U-1 is limited to those cases where the net material cost does not exceed \$10,000.

U.S. DEPARTMENT OF AGRICULTURE
★ JAN 30 1947 ★
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UNITED STATES DEPARTMENT OF AGRICULTURE
Rural Electrification Administration
St. Louis 2, Missouri

ADVANCE RELEASE

WAR REGULATION MANUAL

IMPORTANT

June 8, 1945

No. 17

UTILITIES ORDER U-1, AS AMENDED JUNE 2, 1945

The War Production Board has amended Utilities Order U-1 by eliminating all of the restrictions affecting the expansion of utilities facilities except for the construction of buildings. A complete revision to your War Regulations Manual will be issued in the near future incorporating therein all of the new provisions. Until such time, however, as this can be done, the information set out in this Advance Release should be followed.

The major changes of Utilities Order U-1, as amended June 2, 1945, are as follows:

(a) Assignment of Preference Ratings and Allotment Symbol

The preference ratings and allotment symbol U-1 assigned in the order may not be used to obtain material for major plant additions or for construction of a building. For the purpose of the Order a "building" is defined as a structure used for the principal purpose of protection against the weather and includes structures used for offices, warehouses, garages, dwellings or structures to house utilities equipment. Dams, reservoirs, out-of-door foundations for equipment, bridges, ducts and the like are not "buildings" as contemplated in the Order.

The Order does not permit the use of preference ratings to get material for any part of a major plant addition.

(b) Unrestricted Use of Material in Inventory in Excess of PWM

Material in inventory in excess of the practical working minimum may be used at the REA borrower's discretion but such material may not be replaced in inventory with the use of a preference rating or allotment symbol.

(c) Prohibition against Duplication of Lines Deleted

The Order has deleted the provision restricting extension of lines which would duplicate facilities already installed or which would constitute standby service.

FILE AT ONCE

(d) Major Plant Additions

The Order permits REA borrowers to proceed with any major plant addition including extension of lines, provided that material for such construction does not require the use of a preference rating or allotment symbol. The sole exception thereto is the construction of a building. In the case of building construction, no construction authorization is required if the material cost for the building itself is \$25,000 or less. Where, however, a preference rating or allotment symbol is required to obtain any of the material for such building construction, a request for such assistance should be submitted on Form WPB-2774. If the cost of the material for the building itself exceeds \$25,000, an application on Form WPB-2774 must be filed for authorization to proceed with the construction of the building.

(d) Application on Form WPB-2774

Under the amended Order, Form WPB-2774 is to be used for the following purposes only:

- (1) Application for priorities assistance for major plant additions and for materials for buildings.
- (2) Application for authorization to construct buildings where the net cost would exceed \$25,000 for the building.
- (3) Applications for upratings or other forms of special priorities assistance.

The Order further revokes any specific WPB denials or prohibitions relating to the installation of plant additions by a named borrower, issued by WPB prior to June 2, 1945.

PRIORITIES REGULATION NO. 19, AMENDED

Effective June 2, 1945, Priorities Regulation No. 19 has been amended to permit wholesalers to extend preference ratings for items purchased. Prior to this, the rating allotted to purchasers and distributors of farm supplies were not extendable beyond the wholesaler level.

In addition, the ratings assigned under this regulation have been raised to AA-2 and the list of items has been revised.

